

2/5/2012

ORDINANCE

AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF A FEE IN LIEU OF TAX AGREEMENT BY AND BETWEEN OCONEE COUNTY, SOUTH CAROLINA AND COMPACT AIR PRODUCTS, LLC; AND OTHER MATTERS RELATING THERETO INCLUDING, WITHOUT LIMITATION, PAYMENT OF A FEE IN LIEU OF TAXES

WHEREAS, Oconee County, South Carolina (the "County"), acting by and through its County Council (the "County Council"), is authorized and empowered under and pursuant to the provisions of Title 4, Chapters 1 and Title 12, Chapter 44, Code of Laws of South Carolina, 1976, as amended (jointly the "Act"), to acquire, or cause to be acquired, properties (which such properties constitute "projects" as defined in the Act) and to enter into agreements with any industry to construct, operate, maintain and improve such projects; to enter into or allow financing agreements with respect to such projects; and, to accept any grants for such projects through which powers the industrial development of the State of South Carolina (the "State") will be promoted and trade developed by inducing manufacturing and commercial enterprises to locate and remain in the State and thus utilize and employ the manpower, agricultural products and natural resources of the State and benefit the general public welfare of the County by providing services, employment, recreation or other public benefits not otherwise provided locally; and

WHEREAS, the County is authorized by the Act to execute a fee in lieu of tax agreement, as defined in the Act, with respect to any such project; and

WHEREAS, Compact Air Products, LLC, a limited liability company organized and existing under the laws of the State of Delaware (referred to hereinafter as the "Company"), has requested the County to participate in executing an Inducement Agreement and Millage Rate Agreement, and a Fee in Lieu of Tax Agreement in the form of a Fee Agreement (Compact Air Products, LLC Project) pursuant to the Act for the purpose of authorizing and of acquiring, by purchase, lease and construction, certain land, a building or buildings, machinery, apparatus, and equipment, for the purpose of a manufacturing facility which will manufacture pneumatic equipment and devices (the "Project"), all as more fully set forth in the Fee in Lieu of Tax Agreement attached hereto; and

WHEREAS, the County has determined that the Project would benefit the general public welfare of the County by providing service, employment, recreation or other public benefits not otherwise provided locally; and, that the Project gives rise to no pecuniary liability of the County or incorporated municipality or a charge against the general credit or taxing power of either; and, that the purposes to be accomplished by the Project, i.e., economic development, creation of jobs, and addition to the tax base of the County, are proper governmental and public purposes, and that the inducement of the location or expansion of the Project within the County and State is of paramount importance; and, that the benefits of the Project will be greater than the costs; and

WHEREAS, the County has determined on the basis of the information supplied to it by the Company that the Project would be a "project" as that term is defined in the Act and that the Project would subselve the purposes of the Act; and

WHEREAS, the County Council has previously determined to enter into and execute the aforesaid Inducement Agreement and Millage Rate Agreement and the Fee in Lieu of Tax Agreement with the Company and to that end has, by its Resolution adopted on December 18, 2001, authorized the execution of an Inducement Agreement and Millage Rate Agreement containing a fee in lieu of tax agreement; and

WHEREAS, it appears that the instruments above referred to, which are now before this meeting, are in appropriate form and are appropriate instruments to be executed and delivered by the County for the purposes intended;

NOW, THEREFORE, BE IT ORDAINED by the County Council of Oconee County, South Carolina, as follows:

Section 1. In order to promote industry, develop trade and utilize and employ the manpower, agricultural products and natural resources of the State by assisting the Company to locate a facility in the State and the acquisition by the Company of land, a building or buildings, and various machinery, apparat, and equipment, all as a part of the Project to be utilized for the purpose of manufacturing pneumatic equipment and devices, is hereby authorized, ratified and approved.

Section 2. It is hereby found, determined and declared by the County Council, as follows:

(a) Based solely upon representations of the Company, the Project will constitute a "project" as said term is referred to and defined in the Act, and the County's actions herein will subselve the purposes and in all respects conform to the provisions and requirements of the Act;

(b) The Project and the payments in lieu of taxes set forth herein are beneficial to the County;

(c) The terms and provisions of the Inducement Agreement and Millage Rate Agreement are incorporated herein and made a part hereof;

(d) The Project will benefit the general public welfare of the County by providing service, employment, recreation or other public benefits not otherwise provided locally;

(e) The Project gives rise to no pecuniary liability of the County or incorporated municipality or a charge against the general credit or taxing power of either;

(f) The purposes to be accomplished by the Project, i.e., economic development,

creation of jobs, and addition to the tax base of the County, are proper governmental and public purposes;

(g) The inducement of the location or expansion of the Project within the County and State is of paramount importance; and,

(h) The benefits of the Project will be greater than the costs.

Section 3. The forms, terms and provisions of the Fee in Lieu of Tax Agreement presented to this meeting and filed with the Clerk to the County Council be and they are hereby approved and all of the terms, provisions and conditions thereof are hereby incorporated herein by reference as if the Fee in Lieu of Tax Agreement was set out in this Ordinance in its entirety. The Supervisor/Chairman of the County Council and the Clerk of the County Council be and are hereby authorized, empowered and directed to execute, acknowledge and deliver the Fee in Lieu of Tax Agreement in the name of and on behalf of the County, and thereupon to cause the Fee in Lieu of Tax Agreement to be delivered to the Company. The Fee in Lieu of Tax Agreement is to be in substantially the form now before this meeting and hereby approved, or with such minor changes therein as shall be approved by the officials of the County executing the same, their execution thereof to constitute conclusive evidence of their approval of any and all changes or revisions therein from the form of the Fee in Lieu of Tax Agreement now before this meeting.

Section 4. The Supervisor/Chairman of the County Council and the Clerk of the County Council, for and on behalf of the County, are hereby authorized and directed to do any and all things necessary to effect the execution and delivery of the Fee in Lieu of Tax Agreement and the performance of all obligations of the County under and pursuant to the Fee in Lieu of Tax Agreement.

Section 5. The provisions of this Ordinance are hereby declared to be separable and if any section, phrase or provisions shall for any reason be declared by a court of competent jurisdiction to be invalid or unenforceable, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereunder.

Section 6. All orders, resolutions, ordinances and parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed and this Ordinance shall take effect and in full force from and after its passage and approval.

Passed and approved this _____ day of March, 2002.

OCONEE COUNTY, SOUTH CAROLINA

By: _____
Ann H. Hughes, Supervisor/Chairman of County Council
Oconee County, South Carolina

ATTEST:

By: _____
Opal O. Green, Clerk to County Council
Oconee County, South Carolina

First Reading:	February 8, 2002
Second Reading:	February 19, 2002
Public Hearing:	March 5, 2002
Third Reading:	March 5, 2002

COOPERATIVE AGREEMENT
APPENDIX "A"
PLAN OF OPERATION
INCREASED LAW ENFORCEMENT SERVICES

1. Law enforcement services provided by the Cooperator without cost reimbursement include intermittent recreation area patrols to the most heavily used areas throughout the year, and response to emergency or special assistance calls as needed.

2. The Cooperator agrees to provide increased law enforcement services on a cost reimbursable basis by providing at least one trained and qualified deputy with an official vehicle at the locations noted, and in accordance with the following conditions:

a. Increased patrols will begin on March 1, 2002 and conclude on October 26, 2002. Patrols will be 4 or 8-hour shifts (excluding lunch breaks) and will be performed according to the following frequencies listed below. A definite work schedule will be mutually agreed upon prior to initiating increased patrols.

March 1 – May 4, 2002	Four 4-hour patrols (Wed., Thur., Fri., & Sat.) & One 8-hour patrol (Sat.) per week.
May 5 – August 31, 2002	Five 8-hour patrols (incl. Fri., Sat., and Sun.) per week.
September 1 - September 28, 2002	Four 4-hour patrols (Wed., Thur., Fri., & Sat.) & One 8-hour patrol (Sat.) per week.
September 29 – October 26, 2002	Five 4-hour patrols (incl. Fri., Sat., and Sun.) per week.

b. In addition to the above schedule, an overtime 8-hour patrol will be conducted on the following dates: May 27 & 28, July 1 & 2 and September 2, 2002.

c. All areas "a" through "l" listed below, shall be patrolled at least one time during each 8-hour shift. Underlined areas are high priority areas in which patrols should be concentrated (repeated) in times of high visitation. When working a 4-hour shift, underlined areas should be patrolled at least once. Mutually agreed upon exceptions may be made to this schedule to respond to unusual circumstances or conditions (i.e., boat patrols, road checks, etc.).

a. Choctaw	f. <u>Lawrence Bridge</u>	j. <u>Friendship</u>
b. <u>Coneross</u>	g. <u>Martin Creek</u>	k. <u>Prathers Bridge & Tugaloo</u>
c. <u>Fair Play</u>	h. <u>Mullins Ford</u>	Indian Mound
d. 123 Fishing Pier	i. <u>Oconee Point</u>	l. Tabor
e. PU 46 River Area (Patrol this area only when time and manpower allow.)		

3. The Cooperator agrees to maintain radio communication capabilities with the Project Management personnel either by the use of agency equipment or by Government furnished equipment. The Cooperator will assume liability for any radio equipment issued by the Government that is lost or damaged due to carelessness or negligence. The Government will be responsible for the installation and maintenance of the radio equipment hand received to the Cooperator.

4. The Government will provide an orientation program for all cooperating law enforcement personnel. Every deputy providing service under this cooperative program must attend.

5. If different than the Sheriff, the Cooperator will specify an official point of contact for coordinating implementation of this agreement.

6. The Cooperator will prepare a *Daily Law Enforcement Log* in accordance with Attachment No. 1, for every working day. The log must be a complete summary of findings and actions taken during patrols completed by person(s) performing patrols. Completed logs must be submitted to justify claims for payment. Until deemed unnecessary by the Government, the Cooperator will fax copies of the *Daily Law Enforcement Log* (Attachment No. 1) for review on a weekly basis. The end of the month submittal of *Daily Law Enforcement Logs* (Attachment No. 1) with the *Law Enforcement Reimbursement Request* (Attachment No. 2) will continue to be provided on a monthly basis.

7. The Cooperator agrees to submit monthly pay requests to the Government within 15 days of the month's end. For each week after this period, the Government has the option to reduce the requested reimbursement by 5%. Monthly payments will be made by the Government based upon the Cooperator's submittal of the *Law Enforcement Reimbursement Request* (Attachment No. 2) in conjunction with the entire month's *Daily Law Enforcement Log* (Attachment No. 1). When a partial hour of work is performed, the government will be billed in .25 hour increments. Discrepancies or incomplete *Daily Law Enforcement Logs* (Attachment No. 1) may result in reduced monthly payments. The extent of documentation necessary to support requested reimbursement amounts will be mutually agreed upon by the Corps and the Cooperator. The Government will make payment to the Cooperator based on timely receipt of the Cooperator's *Law Enforcement Reimbursement Request*. The Government agrees to notify the Cooperator prior to reducing requested reimbursable costs.

8. Serious incidents occurring on public land or water must be reported to the Project Manager's Office as soon as possible, preferably no later than the next work day. Preliminary copies of written reports will be submitted within 2 working days of the time of the incident, and final copies must be provided within a week of completion.

9. The Cooperator shall make available in its office all accounting records and supporting documentation for inspection and audit by an authorized representative of the Corps. Agreements are subject to audits requested by the Corps at intervals deemed appropriate.

10. In compensation for increased Law Enforcement Services in accordance with this agreement, the Government agrees to reimburse the Cooperator at the rate of \$27.74 per hour. The hourly rate includes the use of the official vehicle by the Cooperator, including overhead, utilization, operation, maintenance, and repair of such vehicle as allocated for use under the agreement. Payment will not be authorized for activities not directly related to actual lake patrols without prior approval from the Corps of Engineers, Hartwell Project.

11. Estimated cost for reimbursable services is \$31,179.76 for the period indicated in this agreement. The Cooperator agrees to compensate deputies in accordance with the provisions of the Service Contract Act and the Contract Work Hours and Safety Standards Act.

OCONEE COUNTY
INTEROFFICE CORRESPONDANCE

January 26, 2002

To: Marianne Dillard, Procurement Director
From: Robert Banks, County Engineer (R.B.)
Subject: Hwy 11 Commerce Center
Consultant Engineering Service

The purpose of the letter is to request a variance from the procurement procedures to allow Goldie & Associate to continue to provide engineering services with regards to the development of the Hwy 11 Commerce Center. The reasons for the request are as follows:

Goldie & Associates were awarded the original purchase order in the amount of \$3,750 to begin a preliminary site design in order to obtain an Erosion and Sedimentation permit from the South Carolina Department of Health and Environmental Control (DHEC). In order to complete this work, Goldie & Associates collected data from a preliminary topographic map of the area, calculated earthwork volumes for cut and fill, developed preliminary stormwater detention facilities based on the earthwork information, and finally prepared a preliminary site plan to be used for the permit application. This work has now been completed.

The next logical step in the development of the plans is to get an accurate topographic survey of the site, since the original topo was derived from USGS maps. The USGS map only afforded an approximate set of elevations throughout the site. Again, this was sufficient in order to apply for the DHEC. In order to develop an accurate grading plan, surveyors must be used to pinpoint the exact elevations. At that point, the work completed earlier by Goldie & Associates can be overlaid to determine how much adjustments in the final site plan will be required. Also, they may need to make adjustments to the initial design of the stormwater detention facilities, to be resubmitted to DHEC.

Included with the topographic survey in the final design will be information relating to the design of the turn lanes, deceleration, and acceleration lanes on Hwy 11. Some of the information produced for the Highway design will be a result of their work gathered during the preliminary design process for which they have been working on. Based on this, it will not be necessary to pay another firm to do work that Goldie & Associates has already completed.

Finally, and most importantly, due to the proposed schedule set up by Compact Automation for the construction of their site and facility, it is vitally important that we not delay the work. Since Goldie & Associates is a local firm, I further feel that the work

could be completed faster since they are located within a few miles of the site. I recommend that we forego the process of obtaining quotes for the final design and award Goldie & Associates a change order not to exceed \$36,900.

I have included Goldie & Associates proposal showing a breakdown of each phase of the project. These amounts are merely budget figures, and most certainly would not be the final cost. I feel confident that the acreage specified for the topo survey will actually be much less.

Let me know if this meets with your approval. If not, I will submit a proposed scope of services to be used in a formal bid process. If you have any questions, please feel free to call.

GOLDIE & ASSOCIATES

*engineering, environmental
and laboratory services*

January 25, 2002

Mr. Robert Banks
Oconee County Engineering
415 S. Pine Street
Walhalla, SC 29691

Re: Highway 11 Commerce Center Master Site Plan
Goldie & Associates Proposal #PD2005

Dear Mr. Banks:

It has been a pleasure to work with you and Mr. Alexander on the Highway 11 Commerce Center. We anticipate having the initial site plan ready for submittal to DHEC by Friday. After reviewing the project with you, it is our recommendation that other design issues be considered to make the project a success.

Topographic Survey:

It appears that the topographic survey provided to us for design was digitized and extrapolated based on USGS 20-foot contours. While this information is fine for use in conceptual design, however, it is not our recommendation that the site be graded per the plans submitted. There is a high probability that inaccuracies in the topographic survey could cause serious problems in the construction phase of the project. It is our recommendation that the County proceed with a two-foot topographic survey of the site (minus the area for Compact Automation). The survey will also include the area necessary for design of the acceleration, deceleration, and turn lanes on Hwy. 11. Once the topographic information is obtained, then the current design can be verified and adjustments made as needed. It should be noted here that once DHEC has issued a grading permit, grubbing activities and fill material from the Compact Automation site may be placed immediately. However, before the grading is finished, the proposed grading plan submitted should be checked against the actual contours surveyed. If modifications are needed, then the revised grading plans can then be submitted to DHEC as a revision to the permit.

At this time we estimate approximately 48 acres will need to be surveyed. An approximated cost of \$360 per acre would be reasonable. We would therefore recommend a budget of \$17,288 for this phase of the project. - ACTUALLY MORE LIKE 40 ACRES

@ \$360/acre = \$14,400

Flood Plain Study

It appears from FEMA flood maps that there are flood plains on the proposed project. These delineated areas are very subjective and highly approximate. If land in the front parcel is critical, it may behoove the County to further explore where the flood plain boundary actually is located on the site. To accomplish this we can perform a flood plain

analysis of the watershed and determine the exact location of the 100-year flood plain. If the study shows that the County is "gaining" a significant amount of land, then the County could then submit the study to FEMA for approval. Please be aware that if the County decides to submit the plan to FEMA that it may take as much as six to nine months for approval.

We generally approach this type of project in Phases. Phase I will be to perform a desktop study to determine the approximate flood plain boundary. Phase II will consist of submitting a detailed study to FEMA and assisting the County in obtaining approvals. Also be aware that there is expensive application fees associated with submitting a plan to FEMA for review. A project of this size could have an application fee as high as two to three thousand dollars. This fee has not been included in cost for engineering services.

Engineering fees for Phase I would be approximately \$3,000

Engineering fees for Phase II would be approximately \$4,500

Revise Master Plan:

Once the topographic survey has been completed, we recommend that additional information be explored to ensure that the proposed master plan is the "best" plan for the site. Other issues that need to be addressed include reviewing the utility requirements for the site. Grade sensitive sewer requirements are of critical importance. Also, the acceleration, deceleration, and turn lane in Hwy. 11 will have an affect on the proposed layout of the site. It is also our understanding that the County may be pursuing a spec building for one of the parcels. This will require a detailed grading plan and parking lot layout. The soils report should also be completed at this time. It is also our understanding that additional land may also be obtained and added to the project. All of these issues can significantly affect the grading plan submitted to DHEC. We strongly recommend that we evaluate all of the above issues, and then revise the master plan accordingly. Once the master plan is revised, we can then proceed with detailed design.

The engineering cost for this phase of the project can vary greatly depending on the amount of changes necessary to get the plan ready for design. Based on the information at hand we would recommend a minimum budget of \$3,000. Factors that can affect this cost include, but are not limited to, the accuracy of the USGS topographic map, the amount of additional usable land obtained (if any) as a results of the flood plain study (if performed), the amount of additional land obtained by the County (if any), the soil boring results, and proposed utilities needs at the site.

Design

Once the master plan has been finalized, we can then proceed with design. Design services that we can provide include the following:

- Develop a detailed grading plan for the spec building site
- Develop a stormwater control plan for the spec building site
- Develop stormwater detention structures for the spec building site
- Coordinate utility design with City of Westminster CPW
- Design a water system for the site
- Design a sewer system for the site
- Design an acceleration, deceleration, and turn lanes for Hwy. 11
- Submit Utility design to City of Westminster CPW for review
- Submit packages to DHEC (water quality) for water and sewer permits
- Submit revised package to SC DHEC (stormwater) for review and approval

The costs for the above scope of services can vary depending on the scope of services provided and the complexity of the project. We would recommend a minimum budget of \$12,000

Construction Related Services:

We can also provide additional services at the County's request. These services are not required, but are often provided:

- Coordinating other utility installations for the project
- Develop contract documents for the County to award the project to a contractor
- Release the project to bid and advertise the project in local newspapers and contractor publications.
- Assist the County in evaluating the bids and in selecting a competent contractor
- Provide construction coordination and oversight of the project to verify compliance with the plans and specifications
- Construction staking of the roads and other grading areas

If any of these services are desired, please let us know and we will be happy to discuss how we can assist you in these areas.

We appreciate the opportunity to provide you with our engineering services. If you have any questions or need additional information, please let us know. If you would like some more information about our services that we provide, feel free to look up us on the Web at www.goldieassociates.com. We look forward to working with you on this and other projects.

Sincerely,

GOLDIE & ASSOCIATES



Alan Pope, P.E.
Project Engineer

TERMS & CONDITIONS

1. Invoices will be submitted monthly for services provided during the prior month. Payment is due within 30 days of date of invoices. After 30 days, interest will be added to accounts at a rate of one and one-half percent for each month of delinquency. The client agrees to pay Goldie & Associates' cost of collection of all amounts due and unpaid after 60 days, including court costs and reasonable attorney's fee.
2. Any applicable permit fees and/or submission fees required are to be paid by the client.
ESTIMATED FEES FOR THIS PROJECT: \$200.00
3. Goldie & Associates will perform its services using that degree of care and skill ordinarily exercised under similar conditions by reputable members of its profession practicing in similar locality and in accordance with applicable law and regulations; however, it is understood by the parties that Goldie & Associates cannot warrant South Carolina DHEC City of Westminster, or DOT approval or acceptance.
4. The client agrees to limit the liability incurred by Goldie & Associates to the owner, contractor, and subcontractors on this project due to our negligent acts, errors or omissions such that the total aggregate liability of Goldie & Associates to all those named shall not exceed our total fee for services rendered on this project.
5. Any additional work not covered in the proposed scope of services can be obtained at the following hourly rates:

Principal	\$80/hr
Design Engineer, P.E.	\$70/hr
Survey Crew	\$85/hr
Project Engineer	\$55/hr
Draftsman	\$40/hr
Construction Observation	\$45/hr
Administration	\$25/hr
6. This proposal shall be valid for a period of 60 days from the date of this letter. After such time, Goldie and Associates reserves the right to revise pricing and terms as necessary.
7. To indicate your acceptance of this document, please sign below and return to Goldie & Associates.

Name:

Signed:

Dated:

OCONEE COUNTY ATAX GRANT APPLICATION FORM

FOR TOURISM RELATED PROJECTS

I. APPLICANT

A. Name of Organization Oconee County Parks, Recreation & Tourism
Oconee County Tourism Promotion Commission

B. Address 415 South Pine Street, Room 26
Walhalla, South Carolina 29691

II. FUNDS REQUESTED

A. ATAX funds requested \$ 11,833.00

B. Itemized budget for ATAX funds requested (attach on separate sheet)

C. Funds furnished by your organization \$ 13,724.00

Matching grant \$ _____ Source _____

Other Funding \$ _____ Source _____

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title Tourism Promotion & Events Coordinator

B. Description of project SEE ATTACHED

MISSION STATEMENT: ".....to enhance the economic well-being and
the quality of life for all Oconeeans through marketing nature-based
tourism, while focusing on our heritage, historical culture and
appreciation of our natural attractions."

DESCRIPTION OF PROJECT

- To move aggressively towards promoting tourism in Oconee County by having a Tourism, Promotion & Events Coordinator. Oconee County already employs Ms. Brenda Bachert 5 hours per day. Our request is for 3 extra hours each day bringing her up to full time for one year. Then perhaps the next year Oconee County will consent to funding this position full time.
- Plan a Blue Grass Festival in the spring at High Falls Park bringing in a top name performer to boost sales and draw in visitors from North Carolina and Georgia.
- To plan and carry out Oconee County's first Parks, Recreation & Tourism Expo in early spring drawing in exhibitors from across the country, who will seek overnight accommodations in Oconee County and generate tourism dollars.
- Work with hotels, motels, bed & breakfasts to compile a tourism marketing brochure to be distributed at Tourism Marketing Expos throughout the country. We also propose to create a visitor's packet to be distributed by PRF and local Chambers of Commerce.
- To update the website oconeesc.com with enhanced web pages which will include are accommodations, restaurants, events and points of interest.
- Work towards creation of the already approved Tourism Information Center at Lake Hartwell State Park on Highway 11. This is a partnership between Oconee County and South Carolina Parks & Recreation. SCPRT will provide the manpower for the information center. They presently hire 3 part time individuals, who will work closely with us.
- Coordinate with the local Chambers of Commerce to create and maintain a community calendar to avoid multiple events on the same day. We will also seek out the news media to endorse this program and provide the public with information on events. Work needs to be done by working with the Chambers to ensure the availability of brochures at area welcome centers. On a recent visit to the Fair Play welcome center, county officials noticed a lack of brochures and in some cases no brochures for area towns.
- Attend and participate in marketing expos both in and out of State representing Oconee County. Information packets will be given out on area attractions, accommodations and dining.

- Explore the implementation of an information kiosk program similar to that in Canada. In addition conduct seminars for local businesses to better assist tourist with directions and helpful information. Creation of a county-wide map for giving directions would be most helpful. Each business establishment could purchase one of these information maps.
- Continue to assist the AFAX Committee as well as the Oconee Tourism Promotion Commission and the Oconee County Parks, Recreation & Tourism Commission.

C. Who will benefit from this project? All tourism oriented businesses in Oconee would benefit from this position, especially the hotels, motels and bed & breakfast. Benefits from this project would be wide spread throughout the county. This is an aggressive measure to boost the local economy drawing visitors from the entire United States and other countries.

IV. APPROXIMATE DATES OF PROJECT

Beginning As soon as possible Ending 1 yr and hope to be fully funded by the County if successful.

V. APPLICANT CATEGORY

Government Entity: _____
 Non-profit Organization: Incorporation date _____
Eleemosynary Organization under IRS Code: IRS # _____
Date of Determination Letter _____

VI. DEMOGRAPHIC DATA

How will the project influence tourism in Oconee County? _____
Implementation of this project would enhance and boost tourism by promoting the County on a larger scale. Aggressive approaches to tourism will attract larger projects such as the planned Blue Grass Festival and the Parks, Recreation & Tourism Expo planned for 2002. It would promote and educate visitors about Oconee County and most importantly insure their return.

VII. AUDIT

Does your organization perform an independent audit? Yes No

Name of the Auditor Byrley & Payne

I have read the guidelines for the Oconee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project.

A. Contact Name Vickie L. Satterfield, Steven Moore, Oconee Promotion Chairpersons,

Title Deputy Director Parks, Recreation & Tourism

Signature *Vickie L. Satterfield* Date November 6, 2001

Phone Number (s) 638-4212

B. Alternate Contact Wildred Spearman

Title Assistant Chairperson, Oconee Tourism Promotion Commission

Signature *Wildred Spearman* Date November 6, 2001

Phone Number (s) 638-4212

OCONEE COUNTY ATAX GRANT
APPLICATION FORM

FOR TOURISM RELATED PROJECTS

I. APPLICANT

A. Name of Organization LUNNEY MUSEUM

B. Address 211 South 1st. St.

Seneca, S. C. 29678

II. FUNDS REQUESTED

A. ATAX funds requested \$ 5,000

B. Itemized budget for ATAX funds requested (attach on separate sheet)

C. Funds furnished by your organization \$ _____

Matching grant \$ 5,000 Source Mountain-Lakes Region Region One Board - Heritage Committee

Other Funding \$ _____ Source _____

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title Carriage House Restoration

B. Description of project Complete restoration of Carriage House

Repair and replace roof shingles, rework and replace windows

as needed, complete interior such as replace stairs as

needed, repaint walls where needed etc. (Complete

sheet attached)

I have read the guidelines for the Oconee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project.

A. Contact Name Jewell (Judy) Havice
Title Asst. Museum Director
Signature Jewell (Judy) Havice Date 1/10/02
Phone Number (s) 864-882-4811 or 864-882-2098

B. Alternate Contact Mrs Mary Ehrenfried
Title OCNA President
Signature Mrs Mary Ehrenfried Date 1/10/02
Phone Number (s) 864-944-1564

Oconee County Museum Association
211 W. South 1st Street
Seneca, SC 29678
803-882-4811

LUNNEY MUSEUM VISITORS (SC & OTHER STATES)

South Carolina

Aiken	2
Anderson	8
Abbeville	2
Belton	12
Chapin	2
Charleston	2
Columbia	5
Due West	4
Goose Creek	4
Inman	2
Little River	2
Simpsonville	8
Union	2

Illinois 8

Tennessee 2

Oklahoma 4

Texas 8

United Kingdom
Scotland 2

North Carolina 3

Georgia 11

Florida 2

Maine 4

Ohio 6

Massachusetts 1

Minnesota 2

Maryland 8

New York 2

Arizona 2

TREHEL COMPANY
(DESIGN-BUILD CONTRACTOR)

Neal Workman
 Clemson (864-654-6582)
 Pendleton (864-646-7280)
 Greenville (864-284-9439)
 FAX: 864-654-7788

LUNNEY MUSEUM CARRIAGE HOUSE RESTORATION

The roof is in pretty good shape. It needs repair and a few shingles replaced. The structure in the roof and second floor are in excellent shape.

I am suspicious that a few of the studs are rotten at some locations around the exterior walls.

Roof Tide, repair and paint - - - - -	2500.00	*
Remove and replace rotten siding and make repairs as needed- - - - -	875.00	
Replace rotten fascia and rafter tails- - - - -	1400.00	
Rebuild some cornice details - - - - -	200.00	
Rebuild covered porch - - - - -	1200.00	
Rework some window woodwork and reglaze - - - - -	800.00	* 3300.00
Repair some shingle siding - - - - -	750.00	
Repair damaged knee wall in attic - - - - -	450.00	
New stair treads - - - - -	800.00	* 4100.00
Paint exterior - - - - -	2200.00	
Complete interior for lease space and Museum display (Mechanical, electrical, and general interior spruce up). ---	<u>8825.00</u>	<u>9250.00</u>
TOTAL - - - - -	\$20000.00	<u>\$ 5000.00</u>

SUNSET ROOFING & SHEET METAL CO.

521 East North Avenue
WESTMINSTER, SOUTH CAROLINA 29693
(864) 647-9626 or (864) 647-9394

9626

PROPOSAL SUBMITTED TO Lunney Museum		PHONE 864-882-4811	DATE 12/15/01
STREET 211 W. South 1st. Ste. Seneca SC		JOB NAME Restoration of Carriage House	
CITY, STATE AND ZIP CODE Seneca, SC		APPLICANT	
ARCHITECT Zach Rice	DATE OF PLANS		JOB PHONE

Work to be done as per specifications and estimates for:

TO REPLACE METAL PANELS ALONG EAVES AND RAKES WHERE NEEDED AND THOROUGHOUT THE ROOF. FOR SHED DOOR COVERING WOOD SHINGLES WILL BE NEEDED. (THESE WILL ALSO BE REPLACED)

\$2,500.00

LABOR & MATERIALS

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of

Payment to be made as follows:

dollars (\$ 2,500.00)

UPON JOB COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be submitted only upon written orders, and will become an extra charge over and above the estimate. All agreements pertaining to work orders, accidents or claims beyond our control. Owing to heavy fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within _____ days

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature: _____



CITY OF SENECA

Planning & Development

P. O. Box 4773

221 East North First Street

Seneca, South Carolina 29679

(864) 885-2776

fax: 864-885-2707

www.Seneca.SC,US

Walter D. Scharer, AICP
Director

September 28, 2001

Mrs. Judy Havice, Director
Lunney Museum
211 West South First Street
Seneca, South Carolina 29678

RE: Carriage House Renovation - Lunney Museum
520-18-03-001

Dear Mrs. Havice:

The City of Seneca would like to express its full support for the Carriage House Renovation Project. As you are aware the museum lies along the South Carolina National Heritage Corridor and is listed in the Corridor's brochure. This project will preserve a vital part of Seneca's history, while promoting heritage tourism among our historically significant sites such as Ram Cat Alley, the Blue Ridge Arts Council and the Lunney Museum. This project will also serve to promote revitalization of the Historic Seneca Neighborhood area and strengthen the Seneca Historic District's place on the National Register of Historic Places. Thank you for your efforts.

Sincerely,

PLANNING & DEVELOPMENT

Walter D. Scharer
Director

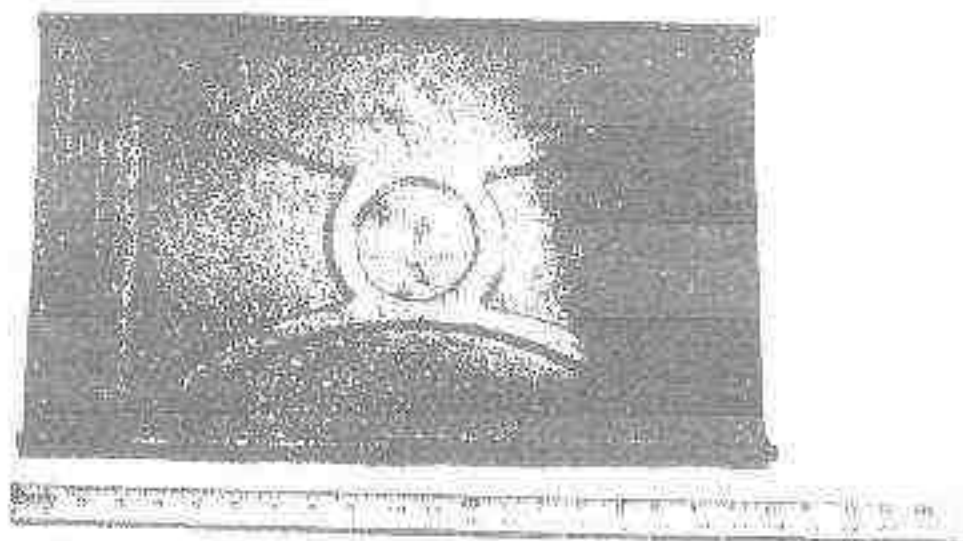


Figure 46. Original 12" x 20" corrugated steel shingle used for roof of Outhouse and carriage house.



Figure 47. View of the Carriage House from the northwest.



Figure 4k. Rotten fascia and soffit of Carriage House from leaking roof and squirrels.

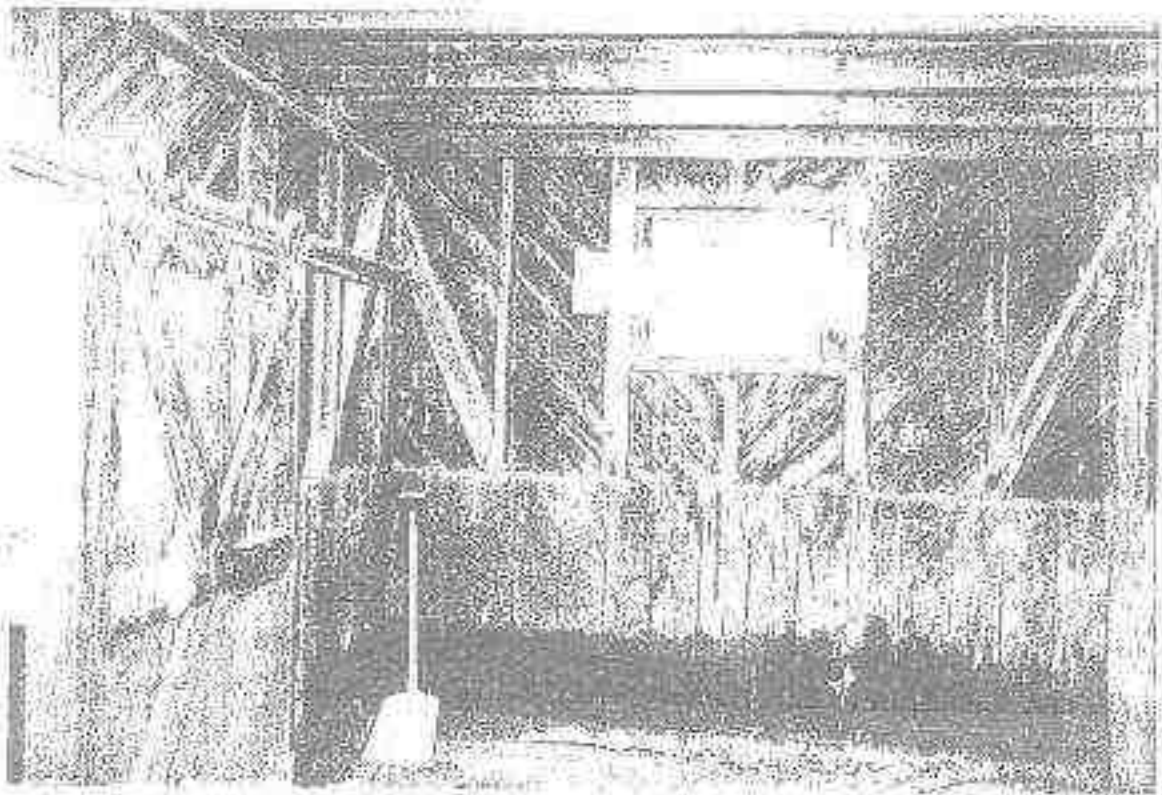


Figure 49. Interior of Carriage House in poor state.

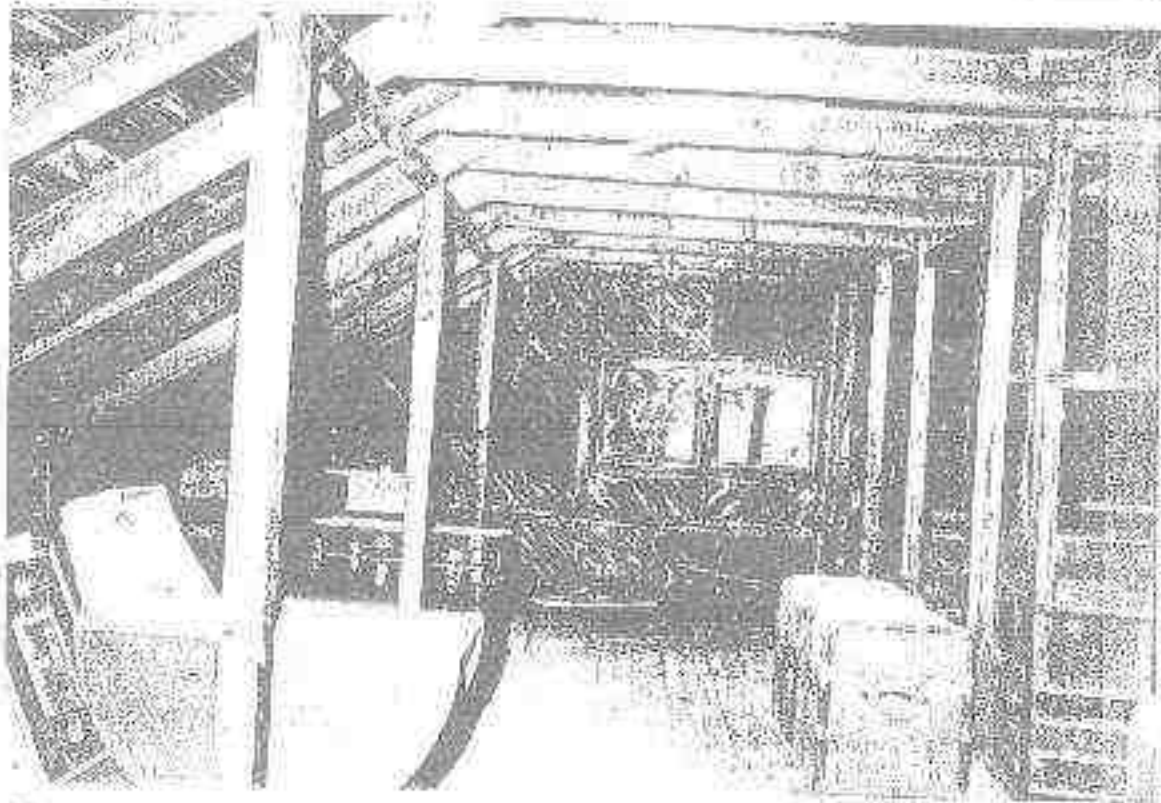


Figure 54: Interior of second floor of Carriage House looking north. No window openings have been seen.

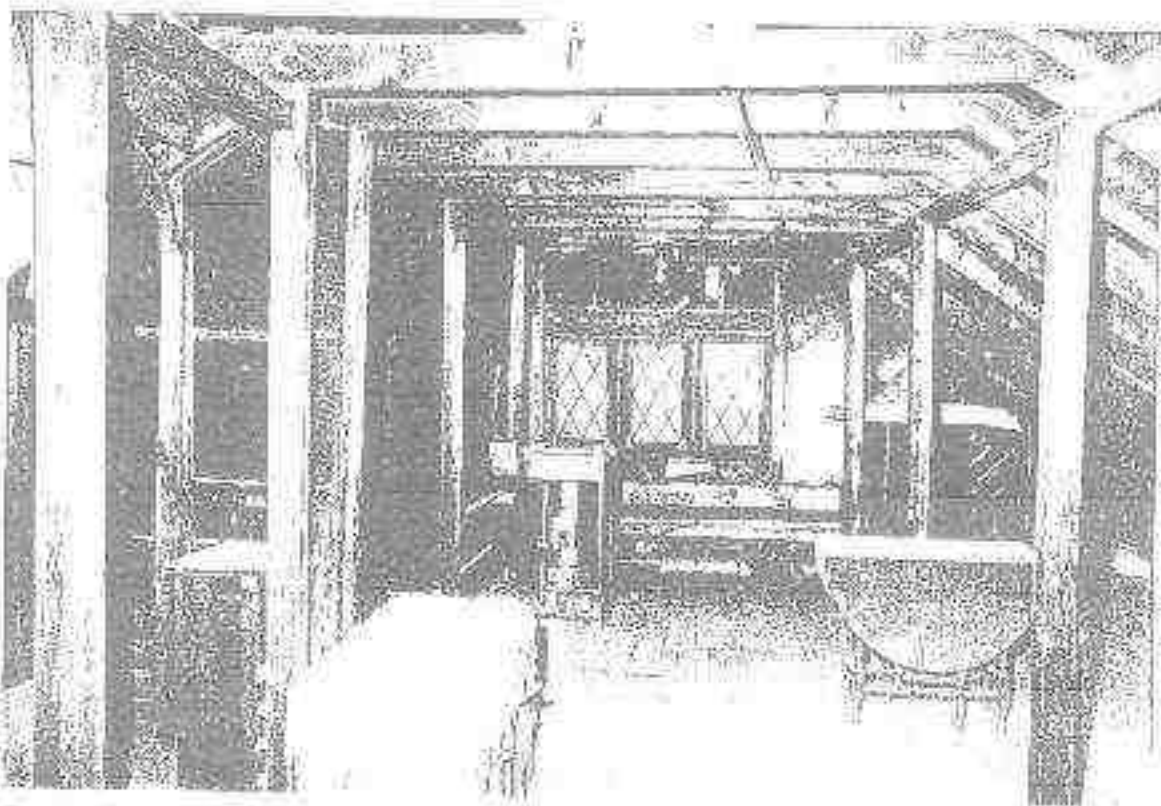


Figure 55: Interior of second floor of Carriage House looking north.

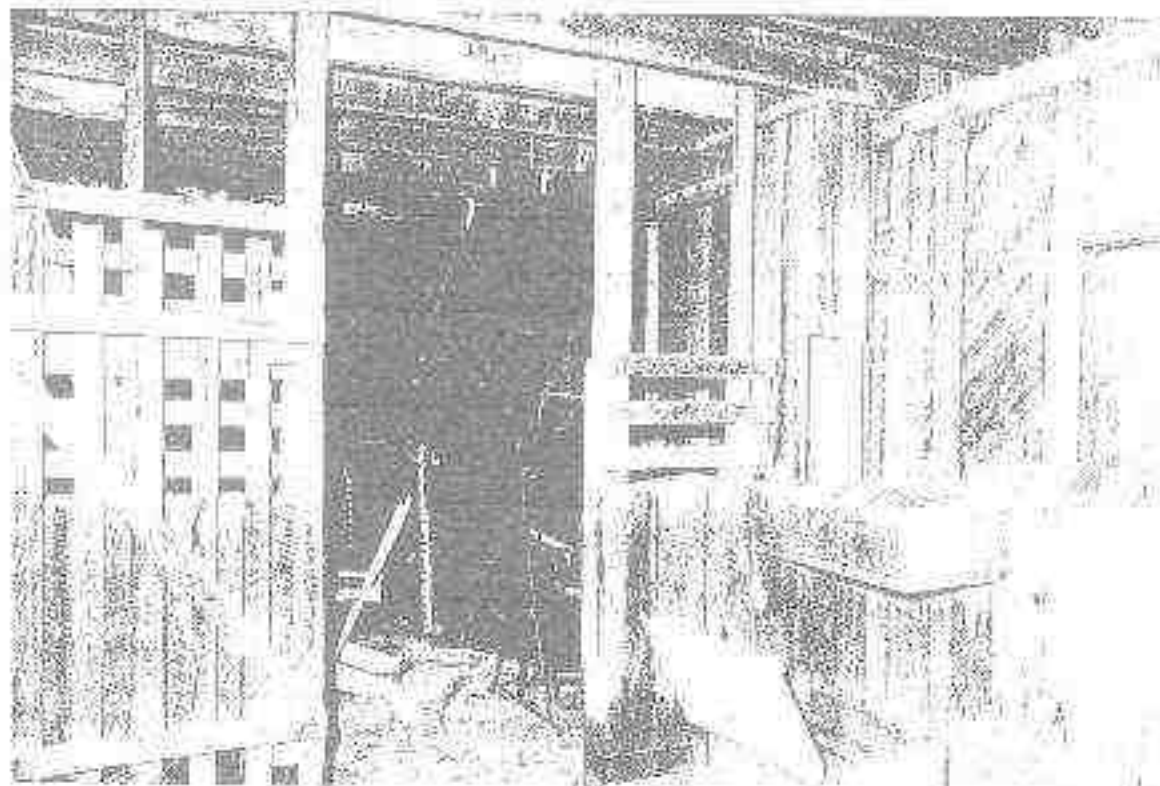


Figure 51: Interior of Carrizo House Horse stall. Note artifacts stored in stall (left).

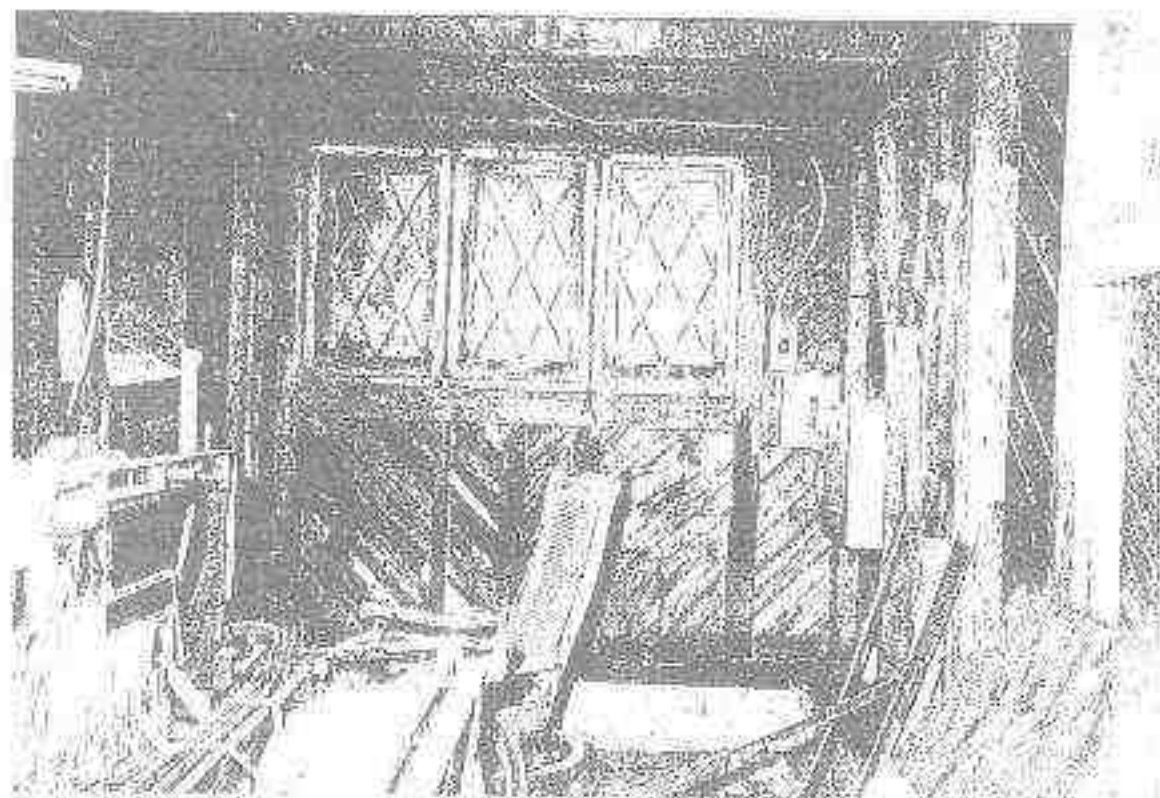


Figure 52: Interior of Carrizo House storage room. Note items and other artifacts stored in room.

PLANNING & IMPLEMENTATION GRANTS
PRODUCT DEVELOPMENT

Heritage Corridor
GRANT NARRATIVE QUESTIONS:

1. The Oconee County Heritage Corridor Committee and the Mountain Lakes Regional Board have completed planning for this year and they both have included the Lunney Museum in their plans as an official Heritage Corridor Site in the Mountain Lakes Region. In August, the State Partnership Board approved the Lunney Museum as a Heritage Corridor Site.
2. N/A
3. We have also applied to the Oconee ATAX Committee and the Mountain Lakes Regional Board for assistance in the funding of this project.
4. This project centers around both history and culture. This house museum serves as the Oconee County Museum, housing artifacts from the entire county as well as serving as an example of an early 1900's home.
5. The Museum is two blocks off of Main Street in Seneca, which is only ¼ mile from the designated Heritage Corridor Discovery Route.
6. The Lunney Museum is the former home of Dr. and Mrs. William J. Lunney of Seneca. In 1909, the Lunney's made the decision to build their new home in the very "modern" style known as "bungalow". Bungalows most often featured a long, low silhouette, emphasized by wide, overhanging porches. Built in the same Arts & Crafts style as the house, is the very grand "two seat" Outhouse and the two-story Carriage House also on the property. The Outhouse has been restored and is enjoyed by many who visit the Museum. This particular project will restore the Carriage House and allow it to be used for functions held at the Museum. At this time, many organizations are interested in holding functions at the Museum, and this will allow them more space and ability to cater events. The restoration of the Carriage House would not only complete all restoration of the Museum and outbuildings at this time, but would also allow the Museum to hold money generating functions. Some examples of functions planning to be held inside the Carriage House are class reunions, club meetings, bridal showers, and etiquette classes for young girls.
7. The site is listed on the National Historic Register and much of the restoration work that has been completed to date on the house and Outhouse has been through Archives and History, Oconee County and numerous foundations.

For March Tournament
on Blattwell

OCONEE COUNTY ATAX GRANT APPLICATION FORM

FOR TOURISM RELATED PROJECTS

I. APPLICANT

A. Name of Organization March of Dimes & Quality Coffee
B. Address PO Box 474 Seneca SC 29137
864-654-JAVA

II. FUNDS REQUESTED

A. ATAX funds requested \$ 5500
B. Itemized budget for ATAX funds requested (attach on separate sheet)
C. Funds furnished by your organization \$ _____
Matching grant \$ _____ Source _____
Other Funding \$ _____ Source _____

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title The Fisherman's Bass Circuit
Big Bucks Team Tournament
B. Description of project a 1 day
Team Bass Tournament to be
held on lake Blattwell

I have read the guidelines for the Geonee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project.

A. Contact Name Mark Thompson
Title Quality Coffee Service
Signature [Signature] Date 10/1/01
Phone Number (s) 864 654 5282

B. Alternate Contact Melody Thompson
Title March of Dimes team capt
Signature Melody Thompson Date 10/01/01
Phone Number (s) 864 654 1790 or 247-Dogs

**OCONEE COUNTY ATAX GRANT
APPLICATION FORM
FOR TOURISM RELATED PROJECTS**

I. APPLICANT

A. Name of Organization: Oconee Cultural Festival Committee, operating under the
Greater Walhalla Chamber of Commerce

B. Address: 214 E. Main Street
Walhalla, SC 29691

II. FUNDS REQUESTED

A. ATAX funds requested \$ 10,100

B. Itemized budget for ATAX funds requested (attach on separate sheet)

C. Funds furnished by your organization \$ 2000

Matching grant \$1008 Source applied to Oconee Tourism for three panel brochures

Other funding \$ _____ Source _____

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title: Oconee Cultural Festival

B. Description of project: Festival activities focused around the various ethnic and historical contributions to the unique culture of Oconee County. The festival features ethnic and historic music, food, art, and costumes; cultural and craft displays and demonstrations; 19th century parade and street dance; civil war battle enactments; Native American story telling; and a revolutionary war living history. The entertainment will include both professional and local talent. With a focus on authenticity, this festival provides a unique, educational and fun look into the historical culture of Oconee County.

C. Who will benefit from this project? The beneficiaries of this festival will be the tourism related businesses in Oconee County. Restaurants, tourist shops and gas stations will be the immediate beneficiaries. Visitors drawn to the area by the festival will be introduced to the wide variety of recreational and shopping opportunities and will return. Motels, campgrounds, and outfitters will be long-term beneficiaries.

IV. APPROXIMATE DATES OF PROJECT

Beginning May 3, 2002 Ending May 5, 2002

V. APPLICANT CATEGORY

Government Entity: _____

Non-profit Organization: Incorporation Date 1985

Eleemosynary Organization under IRS Code: IRS # _____

Date of Determination Letter _____

VI. DEMOGRAPHIC DATA

A. How will the project influence tourism in Oconee County? By providing visitors with a quality and unique festival experience. Visitors to the festival will be treated to the many costumes, foods and music that make up Oconee County history. When they come they will also be introduced to the many area attractions through brochures and information booths, which will encourage return visits during non-festival times. Walhalla is located on three national scenic routes: Heritage Corridor, Cherokee Foothills Scenic Byway, and Southern Highroads Trail. Visitors to Walhalla will become acquainted with these routes and will use them to explore the local lakes, parks and small towns that make up Oconee County.

VII. AUDIT

Does your organization perform an independent audit? Yes No

Name of Auditor Joe McCall, CPA

I have read the guidelines for the Oconee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project.

A. Contact Name David McMahan
Title Chairperson, Oconee Cultural Festival
Signature David McMahan Date 1/11/02
Phone Number (s) 864-718-0200

B. Alternate Contact Luther Lyle
Title Co-Chairperson, Oconee Cultural Festival
Signature Luther Lyle Date 1/11/02
Phone Number (s) 864-638-6363

Oconee Cultural Festival Budget

125 lbs. gun powder	\$1,000	Coder Creek Outdoors	Starford, KY	Closete supplier
Carthage Security	\$600	paid as an incentive to attract cameramen		
Food for Reenactors	\$800	based on expenses from 2001 festival		
Porta-Lets	\$850	Action Septic	Other bid of	\$850 from Higdon, no other in the area
Land Rental for Reenactment	\$300			
Insurance for Reenactment & Festival	\$550	Southern Guarantee PC&L	Spartanburg, SC	Only area insurer for reenactments
Vinyl Banner Signs (4x12)	\$800	Rogers Signs	Other bid of	\$880 from Eye Catcher & \$840 from D-Signs
Misc. Items	\$200	[gifts for woman reenactors, poster board for temporary signs, flagging tape, markers, paper, copies, etc.]		
Advertising	\$5,000	Radio & Newspaper advertising in surrounding area (similar to Chickadeefest)		

Total \$10,100

**OCONEE COUNTY ATAX GRANT
APPLICATION FORM
FOR TOURISM RELATED PROJECTS**

I. APPLICANT

- A. Name of Organization: Oconee Cultural Festival Committee, operating under the
Greater Walhalla Chamber of Commerce
- B. Address: 214 E. Main Street
Walhalla, SC 29691

II. FUNDS REQUESTED

- A. ATAX funds requested \$ 10,100
- B. Itemized budget for ATAX funds requested (attach on separate sheet)
- C. Funds furnished by your organization \$ 2000
Matching grant \$ 1008 Source: applied to Oconee Tourism for three panel brochures
Other funding \$ Source:

III. NARRATIVE PROJECT DESCRIPTION

- A. Project Title: Oconee Cultural Festival
- B. Description of project: Festival activities focused around the various ethnic
and historical contributions to the unique culture of Oconee County. The festival
features ethnic and historic music, food, art, and costumes; cultural and craft displays
and demonstrations; 19th century parade and street dance; civil war battle enactment;
Native American story tellings and a revolutionary war living history. The
entertainment will include both professional and local talent. With a focus on
authenticity, this festival provides a unique, educational and fun look into the
historical culture of Oconee County.

Oconee Cultural Festival Budget

125 lbs. gun powder	\$1,000 Cedar Creek Outdoors	Stanford KY	Closest supplier
Cannon Bounty	\$600 paid as an incentive to attract cannoneers		
Food for Reenactors	\$400 based on expenses from 2001 festival		
Pyrallets	\$850 Auburn Septic	Other bid of	\$850 from Higdon no other in the area
Land rental for Reenactment	\$300		
Insurance for Reenactment & Folklor	\$550 Southern Guarantee, FCS&L	Spartenberg, SC	Only area insurer for reenactors
Vinyl Banner Signs (4X12)	\$800 Rogers Signs	Other bid of	\$880 from Eye Catcher & \$840 from D-Signs
Misc. Items	\$200 (gifts for woman reenactors, poster board for temporary signs, tagging, tape, markers, paper, copies, etc.)		
Advertising	\$5,000 Radio & Newspaper advertising in surrounding area (similar to Oktoberfest)		
Total			\$10,100

Oconee County Government Services Task Force

January 2, 2002

Oconee County Supervisor
Oconee County Council Members

Attached is the committee report covering our assignment to "Identify the process to move to an administrator form of government".

The report makes two recommendations. The first recommendation is to proceed with initiating a form of government referendum for the 2002 general election, and the second recommendation is to provide significantly better publicity and public education than was provided for the 1998 form of government referendum. The reasons for our recommendations and information on the applicable laws are included in the report.

Initiating a form of government referendum has a number of required and time consuming steps. The process must be initiated soon if the process is to be completed in time for the referendum to be on November 2002 election ballot. Additional information on the process and applicable laws is included in the report.

For the committee,



Robert G. Manka, Chairman

cc Committee Members

**Oconee County
Government Services Task Force**

**Form Of Government Project
Committee Report**

January 2, 2002

Oconee County
Government Services Task Force
Form Of Government Report

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Oconee County
Government Services Task Force
Form Of Government Report

Section I - Executive Summary

The Government Services Task Force Committee was formed by County Council in June of 2001 following its strategic planning retreat held in May. The Government Services Task force was directed to address three specific goals (see Appendix A). This report is in response to the first goal, which is: *"Identify the process for moving county government to an administrator form of government"*

A. Committee Conclusions.

1. The Home Rule Act clearly specifies that the county form of government can only be changed by a public vote (see Appendix F). It defines four authorized forms of government (see Appendix G), and specifies that the public vote must be limited to a choice between the current form of government and one of the other three. This committee was directed to address only the Council-Administrator as an alternate to the existing Council-Supervisor form of government and concluded there is no good reason for it to address the others.

2. The Home Rule Act clearly defines only two ways a public vote on changing the existing form of government can be initiated: either by a citizen petition, or by a governing body action. This committee concluded that a citizen petition is unlikely, and moving to an administrator form of government will only come to a public vote through an action initiated by County Council. The committee concluded that it should provide a written report to County Council with its recommendations on such an action, and provide whatever supporting information it could find.

B. Committee Recommendations.

1. The committee recommends that County Council proceed to initiate a public vote (referendum) in the November, 2002 general election as provided for in the SC Home Rule Act, to decide between the existing Council-Supervisor and the Council-Administrator form of government. The primary reasons for this recommendation are:

- a. The previous public vote in 1998 to change from the existing Council-Supervisor to the Council-Administrator form of government was very close (7,071 FOR vs. 7,789 AGAINST) indicating substantial public support for both forms of government.
- b. This committee has determined that prior to the 1998 public vote, publicity and public education on the pros and cons of both forms of government was very limited and forums provided for the public were very poorly attended. This raises legitimate questions about whether voter support on both sides may have been based on incomplete or inaccurate information, and the result may not have been a true reflection of which form of government the majority would prefer.
- c. In addition, much has changed in the county since the 1998 vote. The population has grown, the economy has changed and there are new laws, new leaders, and new problems. These changes may possibly affect voter views on both forms of government.

continued....

Oconee County
Government Services Task Force
Form Of Government Report

Section I - Executive Summary

B. Committee Recommendations, continued...

2. The committee recommends that County Council take aggressive steps to ensure the public vote (referendum) is preceded by substantially better publicity and public education on the pros and cons of both forms of government than was provided preceding the 1998 public vote. The primary reasons for this recommendation are:

- a. Regardless of the outcome of a new public vote in 2002, the result will have more credibility with the public if it is based on the availability and active dissemination of complete and accurate information on the pros and cons of both forms of government.
- b. The availability and active dissemination of complete information may also produce a more decisive majority for the chosen form of government than the previous public vote, which may also add to overall credibility of the outcome.
- c. Regardless of the outcome, the public will be better informed about their chosen form of government and hopefully will be more likely to participate in their local government by exercising their right and responsibility of voting. The committee believes this is a benefit that is worth the effort.

C. Committee Consensus.

Based on a Straw Poll (see Appendix D) of committee members taken in December, the above conclusions and recommendations may not be unanimous, but no objections to the contents of this report have been raised by any committee member. Committee members who participated in a review of the initial draft of this report were offered the opportunity to submit a Minority Report for inclusion, but no committee member indicated an interest in doing so. Therefore, this report and its recommendations are submitted as a committee consensus.

Oconee County
Government Services Task Force
Form Of Government Report

Section II – Committee Background

A. Committee Members and Organization.

Committee members designated by County Council are:

- Grant Cunningham, Clemson University
- Wayne Garland, Oconee County EMS
- Henry Gordon, Oconee County EPD
- Marion Lyles, Oconee County Council
- Bob Manka, Oconee County Resident
- Joe Newton, ACOG
- Brad Norton, Oconee County Attorney
- Steve Pruitt, Oconee County LED
- Vickie Satterfield, Oconee County PRT

Marion Lyles is the designated Committee Facilitator. Bob Manka was elected Committee Chairman at its second meeting (in August), and Vickie Satterfield has voluntarily assumed the role of committee secretary.

B. Committee Meetings, Attendance and Minutes.

The committee has designated the fourth Tuesday of each month at 2:00 PM as the regular meeting date and time. Meetings have been held each month starting in July. The October meeting was cancelled because several members had a conflict on the regular meeting date and an alternate date could not be arranged. Six committee members have attended or been represented by a substitute at every meeting. Marion Lyles has not been represented at two meetings, Steve Pruitt at three meetings, and Brad Norton has missed all meetings except the July meeting. Jim Alexander, Oconee County Economic Development Director, has attended or been represented at several meetings even though he is not an official member of the committee. Minutes of each meeting have been recorded and copies are included in Appendix C.

C. Committee Communications.

Open discussion between individuals and among committee members during meetings, along with correspondence via email, phone, and various hard-copy documents are the primary means of communication.

Oconee County
Government Services Task Force
Form Of Government Report

Section III – Arguments For Each Form Of Government

A. Selected Forms Of Government.

In consideration of the assigned goal, this section addresses the current Council-Supervisor form of government and the Council-Administrator form of government. The Council-Manager and Council forms of government authorized by the Home Rule Act have not been addressed.

B. Source And Nature Of Arguments.

Lengthy discussions in committee meetings made it clear that the arguments on the two forms of government under consideration (Council-Supervisor and Council-Administrator) are complex and in the course of a public vote, proponents of both sides can be expected to put forth both valid and invalid arguments. To better describe the general arguments that can be expected, committee members were each asked to submit their thoughts in writing on two questions:

- In your opinion, what are the three main arguments that will arise in favor of changing to the Council-Administrator form of government?
- In your opinion, what are the three main arguments that will arise in favor of staying with the existing Council-Supervisor form of government?

Responses varied in format and depth. Many of the arguments and counter-arguments submitted were similar, but were still different enough that they couldn't be readily itemized and counted. Committee discussions and responses to the above questions are summarized below in a narrative format that attempts to include all the points that have come up. Some points are obviously biased and self-serving depending on which side is being favored, but are expected to arise during the public discourse preceding a new public vote.

Some of the arguments presented below are valid and some are not. The committee has made no attempt to judge or comment on the validity, accuracy or bias of any of them.

C. Arguments Biased In Favor Of Council-Supervisor.

The existing Council-Supervisor form of government has long been a tradition in Oconee County and a 1998 proposal to change it was rejected by Oconee voters. The majority of voters feel that a County Supervisor, as a county resident, chosen by the people in a public election, is more likely to understand the needs of the county and its people, and is more likely to be responsive to those needs than an outsider hired by County Council as County Administrator. There have always been one or more willing candidates in each Supervisor election year, and the voters are smart enough to make the best choice. The county has progressed quite well over the years under this system and there is no reason to change.

Those who complain that the position of Supervisor is too powerful and is too likely to be unresponsive to County Council direction should recognize that County Council has ample statutory and practical powers to ensure compliance if they have the will to use them. And if the County Supervisor fails to perform as the public expects, the public can and will replace him or her in the next election.

Oconee County
Government Services Task Force
Form Of Government Report

Section III – Arguments For Each Form Of Government

C. Arguments Biased In Favor of Council Supervisor, continued...

The Council-Administrator form of government brings in an outsider who is subject to pressure from County Council rather than the public, and who may bring in a formal, bureaucratic approach to managing that is insensitive to the history and traditions of the county and its people. There is no guarantee that County Council won't be fooled by a fancy resume and hire the wrong person for the job of County Administrator and wind up changing frequently, and possibly for the wrong reasons. There are plenty of examples of other counties choosing the wrong person as County Administrator and going through serious internal conflicts and a difficult removal and replacement process.

Furthermore, the compensation level for a County Administrator may be considerably more costly to taxpayers due to an inflated salary for some outside professional.

D. Arguments Biased In Favor Of Council-Administrator.

Under the Council-Administrator form of government, a professional Administrator, hired by and reporting to County Council, would be selected from a large pool of applicants not limited to county residents. Local city/county government management is a recognized profession with its own national organization offering its members a variety of training, certification and employment services. County Council would set job qualification criteria such as education, training, previous job experience and previous job performance, advertise the opening to this broad pool of professionals and select a County Administrator in a competitive process designed to hire the best available applicant. County Council would define job performance criteria, and if a County Administrator ever fails to perform as County Council expects, he or she can be dismissed and a new search can be initiated immediately for one who can.

Under the Council-Administrator form of government, County Council members will be fully accountable to their constituents because they will have full authority over the Administrator who manages day-to-day county operations. A County Administrator reporting to County Council is more likely than an elected County Supervisor to implement County Council's formally established policies, more likely to do what is best rather than what's popular, and less likely to be influenced by any single member of the public because of personal friendships or political debts.

Under the existing Council-Supervisor form of government, one or both political parties may not be able to find a county resident who has the education, training or job experience necessary to do the job properly, or who is willing to risk a current job and career to undergo an expensive, time-consuming political campaign with no guarantee of winning the election. If only one party can field a candidate, voters have no choice. If there are candidates from both parties, the winner may be the more popular candidate rather than the more qualified, and in either case an inexperienced winner must learn "on-the-job" and may make costly mistakes in the process. If the winner does not do the job of Supervisor to the public's satisfaction, he or she cannot be readily replaced until the next election which could be more than three years away, and in which an incumbent would have advantages in spite of poor job performance.

Oconee is one of only five South Carolina counties who are still using the "outdated" Council-Supervisor form of government and one of the others is now in the process of changing.

Oconee County
Government Services Task Force
Form Of Government Report

Section IV – Planning For A Referendum

A. Required Steps And Schedule.

There are a series of steps, some involving approvals by outside agencies, that are required to put a referendum on the ballot. Some of these steps and the time to complete them are beyond local control. Pending a report requested from the County Attorney, the email below from Jim Alexander provides a general picture of the process and time involved. The committee suggests that County Council begin the process as soon as possible to ensure that the referendum will be ready in time for the 2002 elections.

From: "Jim Alexander" <jalexander@oconeesc.com>
To: "Robert G Manka" <rgmanka@innova.net>
Subject: RE: Draft Report
Date: Friday, December 28, 2001 4:15 PM

Bob-

I made contact with both Brad Norton, County Attorney, and the Voter Registration and Election office and requested information and time lines for holding a referendum to change the local form of government.

I will provide this in a more formal format as soon as Brad responds but it appears that the County Council must draft and pass a resolution stating that they want to hold a referendum. The referendum must offer the current form of government as one of two choices and must be presented to the Voters Rights Agency for review and approval (this will take up to 60 days). Then, if approved, the exact wording to be put on the ballot in the general election must be given to the County Voter Registration office in time to have it published at least 60 days prior to the election.

What this all boils down to is that the process will take at least six months to get the resolution passed by Council, processed by the Voters Rights Agency, and the referendum published in the local papers. In short the Council needs to start the process as soon as possible but no later than the first of May if they want such a referendum to be part of the 2002 General Election.

Jim

Continued...

Oconee County
Government Services Task Force
Form Of Government Report

Section IV – Planning For A Referendum

Section IV – Planning For A Referendum, continued...

B. Publicity And Public Education.

A comprehensive program of accurate public education and publicity is essential to ensure that during the public discourse preceding the public vote, essential facts are disseminated, valid arguments are acknowledged, and invalid arguments are countered. To ensure a referendum that successfully resolves the form of government question, the Government Services Task Force Committee endorses the following recommendations supplied by committee member Joe Newton:

From: "Joe Newton" <newton@scacog.org>
To: <rgmanka@innova.net>
Subject: Public education recommendations
Date: Friday, December 28, 2001 2:11 PM

Bob,

As we discussed in our previous committee meetings, it is my personal opinion that the public was poorly informed and educated on the issues and facts in the last change-in-government referendum. This time around, I recommend that the County take a more active role and consider some of the following measures to better educate the public:

Council should conduct public hearings advertised by newspaper and radio inviting speakers (neutral, pro, and con) to discuss the issues

Council should issue official news releases to the television and radio media stating facts and issues

Council members should issue personal news releases giving private opinions on the proposed change

Council should print materials, paid for by the County, presenting unbiased facts on the referendum

Council members should schedule speaking engagements at public and private meetings to discuss their personal feelings concerning the proposed change

Council should encourage public debates or roundtable discussions prior to the referendum

As we discussed earlier, Council may expend public funds preparing for the referendum, but may not expend funds to favor a single side of the issue. However, Council members may publicly express their opinions and views. The Ethics Commission has offered to review any printed materials paid for with public funds to ensure a neutral bias.

Joe

Joe Newton
Director, Governmental Services Department
Appalachian Council of Governments
Voice (864) 241-4642
Fax (864) 242-6957
Newton@scacog.org

Continued...

Oconee County
Government Services Task Force
Form Of Government Report

Section IV - Planning For A Referendum

Section IV - Planning For A Referendum, continued...

C. Ethics Restrictions.

While implementing the recommended public education and publicity, County Council must be cognizant of the ethics rules governing their actions. A summary of those rules is covered in the email from Joe Newton shown below:

Date: Wed, 28 Sep 2001 09:58:16
To: rgmanka@innova.net, lmurray@oconeesc.com, vsatterfield@oconeesc.com,
jalexander@oconeesc.com, Mylesretired@aol.com, wgarland@carol.net,
hgordon@oconeesc.com, cunniryn@clermson.edu
From: Joe Newton <newton@scacog.org>
Subject: Ethics restrictions on referendum

Committee members:

I spoke with a person today at the Ethics Commission who was very knowledgeable about the referendum question in Oconee County and who could clear up the question regarding Council support of the change in government.

Council may openly support, individually or as a group either side of the referendum question. Council could even pass a resolution in support of the question. Council may not spend public money supporting one side or the other. However, Council may spend public money educating the public on the total question, may hold debates, may send out newsletters, may publicize the referendum. The Commission has even offered to review printed materials if Council wants an opinion as to any obvious bias. This is what we thought, but now we can cite the specific law.

S.C. Code, Title 9 states the following:

SECTION 9-13-1346. Use of public funds, property, or time to influence election prohibited; exceptions.

(A) A person may not use or authorize the use of public funds, property, or time to influence the outcome of an election.

(B) This section does not prohibit the incidental use of time and materials for preparation of a newsletter reporting activities of the body of which a public official is a member.

(C) This section does not prohibit the expenditure of public resources by a governmental entity to prepare informational materials, conduct public meetings, or respond to news media or citizens' inquiries concerning a ballot measure affecting that governmental entity; however, a governmental entity may not use public funds, property, or time in an attempt to influence the outcome of a ballot measure.

I hope that this answers some of your questions. Joe

Joe Newton
Director, Governmental Services Department
Appalachian Council of Governments

Voice (864) 241-4642
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Section V – Planning For An Administrator

If Oconee voters should decide in favor of changing to the Council-Administrator form of government, County Council is legally obligated to implement the change and must have very thorough plans in preparation for hiring an Administrator and implementing a smooth transition from Supervisor to Administrator.

A. Transition Timing and Schedule.

County Council will need to set a schedule for the transition to an Administrator that includes advertising, interviewing, hiring, and reporting for work. The Administrator should be scheduled to report for work no later than the expiration of the current elected Supervisor's term in office on December 31, 2004. With a full two years available between the referendum and the expiration of the current Supervisor's term, there is ample time to do a thorough job of planning, recruiting and hiring, unless a reason arises to make the transition earlier.

The current elected Supervisor has the right to serve the full term of office, or to resign at any time before then. If the Supervisor decides to leave early, or if County Council has a good reason to request a transition date other than expiration of the current Supervisor's term, details will have to be negotiated among the affected parties.

B. Job Description and Employment Policies.

Before advertising the position of County Administrator, County Council should adopt a formal job description ordinance and fully define and document employment policies for the position. The job description should contain specific responsibilities, authority, and performance measurements. Employment policies to be defined include salary range, salary increases, benefits, performance reviews, dismissal criteria and procedure, basic employment contract provisions and many other items designed to balance job performance expectations with the job attractions necessary to compete for the best possible professional candidates.

C. Advertising, Screening and Hiring.

Before advertising the position of County Administrator, County Council should determine minimum requirements for experience, professional status, education, and any other criteria that will narrow the number of applicants to those most likely to satisfy our particular needs. County Council should decide in advance how they will advertise the administrator position, who will do the preliminary screening and ranking of applicants, how many applicants will be considered, how they will be contacted and interviewed, how their credentials will be checked and verified, and how the final decision will be made on offering, negotiating, and hiring. Plans and decisions need to be made on whether or not to use an employment consultant or other advisor, what interview expenses will be paid by the county, and what moving expenses will be allowed for the one hired.

continued...

Oconee County
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Section V – Planning For An Administrator

Planning For An Administrator, continued...

D. County Council Organization Changes:

County council organizational needs and responsibilities will change under the council-administrator form of government. County Council will no longer have the Supervisor as its chairman, and must decide how it will select a council chairman from its own ranks, and what responsibility and authority and term of office it will assign to the council chairman.

County council must also clearly define how the County Administrator will report to and work with council members to ensure proper coordination of policy making, policy implementation and day-to-day operations. Clearly, County Council will have more authority and more responsibility under this form of government, and along with that they will have more opportunity to influence the future direction of county services, development, growth, quality of life, and taxes. Council members will also be more accountable to the public and their district constituents because there will be no other elected authority to share responsibility or blame for problems.

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Section VI – Appendix

Appendix A - Strategic Planning Retreat

Appendix B - Form Of Government By County

Appendix C - Committee Meeting Minutes

Appendix D - Straw Poll Results

Appendix E - Samples Of Committee Member Input On Pros & Cons

Appendix F - Home Rule Act – Changing Form Of Government

Appendix G - Home Rule Act – Form Of Government Descriptions

Oconee County
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Appendix A – Strategic Planning Retreat

OCONEE COUNTY STRATEGIC PLANNING RETREAT
Appalachian Council of Governments, 30 Century Circle, Greenville, South Carolina
Wednesday, May 9, 2001

Attendees:

County Council Members:

Tim O. Hall

Kenneth E. Johns, Jr.

Harry R. Hamilton

Marion E. Lyles

H. Frank Ables, Jr.

Opal O. Green, Clerk to Council

Tom Hendricks, County Planning Director

Jim Alexander, County Economic Development Director

Facilitators: Walter Harris and Hallie Hollington, South Carolina Department of Commerce

MISSION STATEMENT

(for the planning session)

Our mission is to provide the highest quality service to our citizens and to protect our heritage and environment for the future by planning for the best utilization of our resources. Through this plan, our citizens will be challenged to solidify their efforts toward making Oconee a better place to live, work, and play.

VISION STATEMENT

Oconee County in the year 2011 is a paragon of efficiency in providing a full range of services to its citizens, including a first class air and surface transportation system and emergency services. Its world-class educational system prepares its citizens for employment in the abundance of high tech industries in Oconee County competing in the world market, while maintaining a healthy and pristine environment. The county's vibrant economy is augmented by a thriving tourism industry and a strong parks and recreation system that helps preserve the quality of life of county citizens.

TASK FORCES & GOALS

After much thought and prioritization, the group decided the following task forces should be developed to address specific goals.

Infrastructure

- Revise Airport Master Plan through 2015
- Identify routes for sewer expansion
- Identify methods of provision of water throughout the county
- Identify alternatives for future solid waste disposal
- Develop a plan to enhance transportation and traffic flow
- Improve quality of health care for all citizens

Government Services

- Identify the process for moving county government to administrator form of government
- Develop a plan for addressing parks and emergency services through 2015
- Identify a process for establishing communication between governmental entities

Education

- Identify future workforce needs of future employers
- Identify ways to increase the percentage of the population with a high school diploma or GED
- Determine ways to enhance education opportunities for the county's Hispanic population
- Explore ways to improve test scores

Planning Commission

- Identify the steps and a timeline for developing a countywide comprehensive plan by July 1, 2001

Economic Development Commission

- Identify potential properties for an industrial park, as well as development costs for a park
- Develop a plan for marketing Oconee County and the preparation of promotional materials
- Coordinate with the Tourism Development Program

The County Council members agreed to meet Monday night, May 14, 2001, to discuss who should be on each task force and to consider potential chairpersons for each task force.

The group will meet again in July at the Appalachian Council of Governments to continue the planning process. At the next meeting, the group will meet for an hour to review the status of the planning process. Then, members of the County Development Commission will be invited to join the group for an overview of economic development principals. After lunch, the initial group will determine the makeup of the task forces, a timeline for the completion of each task force's goals, and how to proceed. Walter Harris and Halie Hollington will again serve as facilitators.

Oconee County
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Appendix B – Form Of Government By County

Abbeville	Council	Greenwood	Council/Manager
Aiken	Council/Administrator	Hampton	Council/Administrator
Allendale	Council	Horry	Council/Administrator
Anderson	Council/Administrator	Jasper	Council/Administrator
Bainbridge	Council/Administrator	Kershaw	Council/Administrator
Barnwell	Council	Lancaster	Council/Administrator
Beaufort	Council/Administrator	Laurens	Council
Berkeley	Council/Supervisor	Lee	Council/Administrator
Calhoun	Council	Lexington	Council/Administrator
Charleston	Council/Administrator	McCormick	Council/Administrator
Cherokee	Council/Administrator	Marion	Council/Administrator
Chester	Council/Supervisor **	Marlboro	Council/Administrator
Chesterfield	Council/Administrator	Newberry	Council/Administrator
Clarendon	Council/Administrator	Oconee	Council/Supervisor
Colleton	Council/Administrator	Orangeburg	Council/Administrator
Durington	Council/Administrator	Pickens	Council/Administrator
Dillon	Council/Administrator	Richland	Council/Administrator
Dorchester	Council/Administrator	Saluda	Council
Edgefield	Council/Administrator	Spartanburg	Council/Administrator
Fairfield	Council/Administrator	Sumter	Council/Administrator
Florence	Council/Administrator	Union	Council/Supervisor
Georgetown	Council	Williamsburg	Council/Supervisor
Greenville	Council/Administrator	York	Council/Manager

Summary

Council-Administrator	32 counties
Council Only	7 counties
Council-Supervisor	5 counties
Council-Manager	2 counties

** Note - Chester County Is Changing To Council-Manager From Council-Supervisor In 2003.

Oconee County
Government Services Task Force
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Appendix C – Committee Meeting Minutes

Meeting Dates

Wednesday, July 11, 2001

Tuesday, August 28, 2001

Tuesday, September 25, 2001

Tuesday, October 23, 2001
(canceled)

Tuesday, November 27, 2001

Thursday, December 27, 2001
(minutes pending)

Copies Of Meeting Minutes Follow

**Minutes of the Government Services Committee
Oconee County Administrative Office
415 South Pine Street
July 11, 2001
1:00 P.M.**

Present were: Joe Newton, South Carolina Appalachian Council of Government; Grant Cunningham, Clemson University; Vickie L. Satterfield, Deputy Director, Parks, Recreation and Tourism; Marion Lyles, Oconee County Council Member (Facilitator); Henry Gordon, Emergency Preparedness Director; Wayne Garland, Emergency Medical Services; Bob Manka, Citizen Member; Theima Miller, Economic Development; and Steve Pruitt, Chief Deputy or Sheriff's Designee

Absent was: Brad Norton, County Attorney

The meeting was called to order by the Facilitator, Mr. Lyles, at 1:00 p.m.

Mr. Lyles thanked the Committee for attending and explained the Committee was appointed after an Oconee County Strategic Planning Retreat at the Appalachian Council of Government on Wednesday, May 9, 2001. The Council, after reviewing strengths and weakness, decided five task forces should be developed. The task forces consisted of Infrastructure, Government Services, Education, Planning Commission, and the Economic Development Commission.

The Council identified three areas in Government Services which they felt needed to be explored and are identified as follows:

1. Identify the process for moving county government to an administrator for of government.
2. Develop a plan for addressing parks and emergency services through 2015.
3. Identify a process for establishing communication between government entities.

The mission of the retreat and forming the task forces is to provide the highest quality service to our citizens and to protect our heritage and environment for the future by planning for the best utilization of our resources. Through this plan, our citizens will be challenged to solidify their efforts toward making Oconee a better place to live, work and play.

The vision is for Oconee County in the year 2011 is a paragon of efficiency in providing a full range of services to its citizens including a first class air and surface transportation system and emergency services. Its world-class education system prepares its citizens for employment in the abundance of high tech industries in Oconee County competing in the world market, while maintaining a healthy and pristine environment. The county's vibrant economy is augmented by a thriving tourism industry and a strong parks and recreation system that helps preserve the quality of life of county citizens.

In other words, the objective of all task forces are to satisfy the needs of industry.

Mr. Joe Newton spoke with the task force on the various forms of county government, their similarities and differences. In 1998, the County held an advisory referendum on the question whether we should elect or hire a supervisor. This referendum was narrowly defeated and could possibly be revisited in 2002. One question to be explored by the task force is would industry and business be more comfortable with a government runned by a trained professional? The purpose of the task force is to assist the Council in an advisory capacity bringing to them comments from citizens and industry.

This was an organizational meeting and no recommendations were made. The task force did ask that Mr. Lyle talk with the Council and be more specific on the duties of the task force. Mr. Newton will try and provide the task force with a copy of the Economic Profile.

Meetings will be held on the 4th Tuesday of each month with the next one being on Tuesday, August 28th at 2:00 p.m.

The meeting was adjourned at 2:16 p.m.

Vickie L. Satterfield

**OCONEE COUNTY
GOVERNMENT SERVICES TASK FORCE COMMITTEE
MINUTES
AUGUST 28, 2001
2:00 P.M.**

Present were: Bob Manka, Brad Norton, Henry Gordan, Marion Lyle, Jim Alexander, Joe Newton, John Murray, Wayne Garland, Grant Cunningham and Vickie Satterfield

The meeting was called to order by Marion Lyle and the first order of business was to elect a Chairperson.

Upon a motion by Ms. Satterfield, seconded by Mr. Norton and unanimously carried, Bob Manka was elected as Chairperson of the Government Services Task Force Committee.

Jim Alexander had been asked to attend this meeting and emphasized planning is important. He encouraged members to be open, accept challenges and share their plans, goals and visions. He offered to help in any way he could.

Mr. Manka stated he would like to break down the tasks, set specific goals and prepare a plan. He expressed the need to find an instrument to tell us about growth and develop an understanding of what has happened the last ten year and a forecast of the future. Dr. Cunningham stated Comprehensive Planning is needed to see where the County is headed.

Mr. Lyles mentioned the contract on the acreage next to the Law Enforcement Center, which would be used for public safety services.

Mr. Garland felt cohesive efforts and driving forces can work together to make this happen. He felt we needed to look how we can best provide for the whole community.

Dr. Cunningham asked if the County had department head retreats and Mr. Alexander responded the department heads met every two weeks. Mr. Lyles added that the Council had strategic sessions to look at winning and losing priorities.

Mr. Manka stated e-mail was a convenient way to keep in contact with each other and asked the Committee to put three major arguments together pro and con on whether the County should continue to elect a County Supervisor or hire a County Supervisor. To also think how we could convince voters and identify the process for having a referendum. He asked that we provide this information for the next meeting.

Mr. Lyles would like to see a County Organizational Chart and if there is not one have the committee to put one together.

Mr. Newton says our first task is to propose the strategic planning process at the department level for the County and decide what they should be doing for the next 5-10 years.

All members are to have their information to Ms. Satterfield before the next meeting so we can have an outline.

Mr. Lyles is to check with Council about what we're doing.

Upon a motion by Mr. Cunningham, seconded by Mr. Gordon and unanimously carried, the meeting was adjourned at 3:32 p.m.

The next meeting will be September 25 at 2:00 p.m.

**OCONEE COUNTY
GOVERNMENT SERVICES TASK FORCE COMMITTEE
SEPTEMBER 25, 2001
2:30 P.M.**

Present were: Bob Manka, Vickie Satterfield, Marion Lyles, Henry Gordon, Jim Alexander, Steve Pruitt, Wayne Garland, Joe Newton and Brenda Bacherl.

The meeting was called to order by Bob Manka, Chairperson.

Report on Responses from Task Force Members:

Most all members have submitted their list of pros/cons or statements regarding the "Form of Government" issue.

It was discussed and determined that there was no common format for Department Plan Summaries.

Mr. Manka stated that there is no county organizational chart at this time however; he understands that County Supervisor, Ann Hughes, is working on one.

Objectives and Concerns:

Mr. Manka informed the committee that he had met with Joe Newton, Vickie Satterfield, Ann Hughes and Marion Lyles regarding the task forces objectives.

Form of Government Assignment:

Mr. Manka expressed a desire to complete this assignment. Most all members have submitted their list of pros/cons or statements regarding the "Form of Government" issue. There was discussion as to whether the lists should be consolidated into one. Mr. Manka suggested that the committee submit a cover letter to the County Council along with each member's submission. It was also suggested, that if so desired, members could go back and edit their thoughts and resubmit them to Mr. Manka by the next meeting.

Mr. Newton has been in contact with the ethics commission with regard to any ethical dilemmas raised by County Council's involvement in the referendum (for or against and use of taxpayer money). He hopes to have more definite answers before the next meeting.

On a side note, Mr. Newton did state that counties throughout the state tend to be moving away from the "County Supervisor" form of government.

Emergency Services in 2015 Assignment:

One of the things that came out of Mr. Manka's meeting with Ann Hughes was an understanding of the make up of the committee and its benefit to this assignment. Mr. Manka stated that Mrs. Hughes has a vision for an organizational structure in which all operations are coordinated. There was committee discussion with included thoughts of a collective communication system rather than multiple individual systems; a question of what could the County do to make emergency fields work smoother and coordination of different emergency operations (fire, police, etc.).

A feasibility study has already been approved by council. It was suggested that the committee recommend that the council move forward with this study.

It was also suggested that Rural Fire be represented on the committee. Mr. Lyles will contact Dewitt and request that he appoint someone to join the committee.

Wayne Garland made an oral motion to recommend to the Council that they immediately proceed with the approved feasibility study.

Henry Gordon seconded the motion and it was unanimously approved.

Objectives for Next Meeting:

All submissions from committee members for the "Form of Government" issue should be sent to Mr. Manka by the October meeting.

Members in emergency related fields will present an overview of public safety services.

Henry Gordon and Steve will bring their organizational charts to the next meeting.

The meeting was adjourned at 4:30 p.m., by Mr. Manka.

Next meeting will be held October 23, 2001, at 2:00 p.m.

**OCONEE COUNTY
GOVERNMENT SERVICES TASK FORCE COMMITTEE
NOVEMBER 27, 2001
2:00 P.M.**

Present were: Bob Manka, Henry Gordon, Wayne Garland, Joe Newton, Grant Cunningham,
Brenda Bachert

Call to Order

The meeting was called to order by Bob Manka, Chairperson, at 2:10 p.m.

Approval of Minutes

Minutes from the September meeting were reviewed by the committee and approved as presented with one correction which added Grant Cunningham to list of members present.

Finalization plan for Form of Government Project:

After much discussion, it was decided that a straw poll would be taken by committee members. The questions to be asked/answered are: 1) whether you support a change in the form of government and 2) should this be placed on referendum? The poll will be e-mailed out to each committee member and should be returned to Bob Manka via e-mail as soon as possible.

Items to be included in report to Council are as follows:

1. Summary of all comments and the inclusion of selected individual comments. Bob Manka will work on summary and provide draft to committee.
2. A copy of the law which covers the different forms of government.
3. Formal opinions from Joe Newton on Council's roll in the referendum and include a copy of Ethics Act. 8-13-1346 (see memo dated 9/26/01).
4. Make a recommendation to Council regarding education for voters. Joe Newton will e-mail this to all members for comments and editing.
5. Power point presentation.
6. A list of all counties and their form of government. Joe Newton will research this information.

Emergency Services Project:

It was discussed and agreed upon by the committee that a series of briefings should be held in order to better understand each agencies role in emergency services. Those to be included in these briefings are Emergency Preparedness, EMS, Communications 911, Rural Fire and Law Enforcement. It was suggested that the first set of briefings include county agencies and the second include inter-governmental agencies.

Henry Gordon shall be responsible for submitting a proposal for briefings and present it to members at the next regular scheduled meeting.

Objectives for Next Meeting:

The next meeting will be held on December 27, 2001, at 2:00p.m. at which time each member should have a draft report of the form of government project in hand. The purpose of this meeting will be to review and finalize the report.

The meeting was adjourned at 3:35 p.m., by Mr. Manka.

Oconee County
Government Services Task Force
Form Of Government Report

Appendix D - Straw Poll Results

At the November committee meeting it was decided that a Straw Poll should be taken of committee members to include with the committee report to County Council. The committee decided on two questions to be asked and for each what choice of answers would be requested. The Straw Poll was sent by email dated December 2, 2001 to nine people.

Straw Poll email.

From: Robert G Manka
To: Satterfield, Vickie; Newton, Joe; Lyles, Marion; Gordon, Henry; Garland, Wayne; Cunningham, Grant; Alexander, Jim; Pruitt, Steve
Sent: Sunday, December 2, 2001
Subject: Straw Poll - Form Of Government

It was decided at our November 27 meeting to conduct a Straw Poll to determine committee member opinions on two questions:

1. Do you personally support changing our form of government from Supervisor/Council to Council/Administrator? Please answer Yes, No, or Abstain.
2. Regardless of your answer above, do you think our committee should recommend that County Council proceed with a 2002 public referendum on whether or not to change our form of government?

We would like to have your answer by email to me ASAP but no later than December 14. The results will be presented for your review at our December meeting which is scheduled for 2:00 PM Thursday, December 27 in the Pine Street Conference room.

It is hoped that this Straw Poll will help us decide what recommendations to make in our final report to County Council.

Straw Poll Results.

Answer	Question No. 1	Question No. 2
Yes	4	6
No	1	1
Abstain	2	0
No Response (note 1)	2	2

Note 1: Marion Lyles and Steve Pruitt did not respond to the Straw Poll

Oconee County
Government Services Task Force
Form Of Government Report

Appendix E – Samples Of Committee Member Input On Pros & Cons

1. Bob Manka, 8/28/01 "Thoughts On Changing our Form Of Government"
2. Joe Newton, 8/29/01 "Change In Form Of Government"
3. Jim Alexander, 9/4/01 "Pros & Cons"
4. Vickie Satterfield, 9/13/01 "Pros & Cons"
5. Bob Manka, 9/13/01 "Comments On Changing Form Of Government"
6. Wayne Garland, 9/19/01 "Form Of Government"
7. Joe Newton, 11/27/01 "Governmental Services Task Force"
8. Grant Cunningham, 12/04/01 "Task Force Input"

Other items were submitted but were not included because of the wishes of the author or by decision of the committee. The above items appear in the following pages.

Government Services Task Force
August, 2001

Thoughts on changing our form of government.

I. **Background:** The Government Services Task Force has been asked to deal with the question of a possible 2002 referendum on changing our form of government from Supervisor/Council to Council/Administrator.

II. **Analysis of previous referendum:**

A. The previous proposal was narrowly defeated by a referendum vote of 7780 for retaining Supervisor/Council, versus 7071 for changing to Council/Administrator.

B. The previous proposal was presumably favored by County Council. They initiated the proposal and they initiated public forums to present the change. However, not one Council member took a public position in favor of the proposal, and Supervisor Harrison Orr reversed himself and publicly opposed the proposal. With no prominent pro-change backers, there was little coverage of the proposal in local media with the exception of one brief editorial endorsement by the Seneca Journal. The proposed change had very little publicity, pro or con, and the public forums were poorly attended.

C. The main argument by opponents of the proposal cited a desire to continue asserting the traditional right to vote on who will manage day-to-day county operations. Several good arguments in favor of the change were available, but were not well articulated or publicized by anyone.

III. **Conclusions:**

A. If the current County Council believes changing the form of government will be beneficial to the county, it must approach the required referendum much differently than was the case in 1998. It makes little sense to go through the effort and expense of another referendum unless the objective is to get voter approval of the proposed change.

B. County Council must do a thorough job of defining its reasons for again proposing a change, and must also clearly define and publicly articulate the expected benefits to the county. Since there will be two new council members in 2002, final deliberations and decisions on a new proposal should be deferred until those new members can be included. The objective should be to achieve unanimous support from the 2002 County Council and County Supervisor for both the proposal and plans for getting it accepted by voters.

C. County Council can and should begin planning and preparations now. The first item of planning is to establish the steps required and a calendar of when each step should be completed.

D. A key part of County Council action plans is a commitment to creating an effective public campaign to communicate the benefits of the proposal to voters. An essential element of successfully encouraging voter support is the establishment of a dedicated group to promote the proposal. Such a group must be given clear objectives, capable leadership and adequate resources.

Robert G Manka

From: "Joe Newton" <newton@scacog.org>
To: <rgmanka@innova.net>
Sent: Wednesday, August 29, 2001 3:31 PM
Attach: Oconee Change in Govt Code extract.doc
Subject: Change in Form of Govt

Bob,

There are several good arguments for/against changing the County's form of government. The arguments that I have heard most often in Oconee are:

For:

We would be better off with a trained and educated professional manager
We can always fire an Administrator if we don't like the way things are done
Council would have a more useful and influential role in County policy and decision making

Against:

An elected Supervisor is more responsive to the people
We don't need an outsider managing our government
The counties around us with an Administrator are not that much of an improvement

I have also attached sections from the SC Code of Laws concerning a change in the form of government. Call or e-mail if you need anything else.

Joe

Joe Newton
Director, Governmental Services Department
Appalachian Council of Governments

Voice (864) 241-4642
Fax (864) 242-6957
Newton@scacog.org

From: "Jim Alexander" <jalexander@oconeesc.com>
To: <rgmanka@innova.net>
Cc: <tmoller@oconeesc.com>
Sent: Tuesday, September 04, 2001 9:14 AM
Subject: Pros & Cons

Bob-

Thank you for agreeing to chair the Governmental Task Force. I believe it is special to have someone who is not "controlled" by the local government to head up this important task force.

I have listed several "pros & cons" as I see them for the supervisor and administrator forms of local government. I would suggest it does not matter which form you have if you find the "perfect" person for the job; and sometimes you do.

SUPERVISOR

- * Must learn OTJ
- * Political appointees on staff
- * Probably knows the region better
- * Always trying to get re-elected
- * Has political debts
- * Hard to get rid of (4 years)

ADMINISTRATOR

- * Not from around here
- * Non-political (does not owe anyone in the region)
- * Hopefully comes trained (has experience)
- * Hires professionals (not relatives or political donors)
- * Probably more expensive
- * Less difficult to get rid of (1 year)

Good luck in your efforts to move the task force in a positive direction.
If I can be of assistance please give me a call, 638-4211

Jim Alexander

Robert G Manka

From: "Vickie Satterfield" <vsatterfield@occonest.com>
 To: <rgmanka@innova.net>
 Sent: Thursday, September 13, 2001 9:26 AM
 Subject: Pros & Cons
 Pros Of an Elected Supervisor
 (and when re-phrased cons of appointed)

1. Keeps government "in the hands of the people", not in the hands of a few who may "play favorites" and "play politics" in their appointment.
2. Encourages and promotes interest and participation in the local government process.
3. Elected official may be more "in tune" to constituents.

Pros Of Appointed Supervisor
 (and if re-phrased cons of elected)

1. Designed to ensure the most qualified person holds the position. When the most qualified is in office, government will function more efficiently and the county is perhaps more immune to tort liability.
2. Eliminates the uncertainty of elected supervisor—most constituents are really not qualified or informed enough to elect the most qualified person.
3. Appointed supervisor may make better governmental decisions. Appointed is not afraid of negative public response and loss of votes if they make an unpopular decision, yet one in the best interest of the County.

—Vickie L. Satterfield

Comments On Changing Form Of Government
From Bob Manka, September 13, 2001

Three Main Reasons Against Change (And Counter Arguments):

1. The right to vote holds a special place in local culture, and changing the form of government is seen by some as a threat to that precious right because it takes the decision on who will manage county operations away from voters. (On the other hand, this right is limited by the ability of political parties to come up with qualified, competitive candidates. In some elections, there is only one candidate, usually the incumbent. In other elections, neither party can field better than a marginally qualified candidate, and again an incumbent usually wins.)
2. By definition, an elected supervisor must be a county resident and a county resident is more likely to understand the county and its needs, more likely to identify with the public, and more likely to be motivated to serve their needs than would a hired administrator from outside the county. (On the other hand, council members would still be accountable to the voters for how well an administrator serves the public, and would have more clout with an administrator than with an elected supervisor. In addition, an elected supervisor is more susceptible to pressures for preferential treatment from political supporters, long time friends, and business associates, and has the power to satisfy those pressures with little risk to personal job security.)
3. A hired administrator can bring problems of a sort just as bad or worse than those that can arise with an elected supervisor. In the hiring process, inexperienced part-time council members could be fooled by slick resumes and misrepresentation of qualifications when choosing from a long list of applicants from outside the county. (This is a legitimate risk, but it is also one that has recovery options, such as termination, which are not available or are much more difficult with an elected supervisor.)

Three Main Reasons Favoring Change (And Likely Counter Arguments):

1. With an elected supervisor, there is a clear opportunity for conflict concerning the division of authority between the supervisor and the council, even when they are all elected under the same party label. The elected supervisor has many ways to thwart the legitimate decisions of county council and there is always the temptation and power to do so. The use of that power by past supervisors is an explanation for why most supervisor election challengers come from among sitting council members. (Opponents of change will argue that this situation tends to balance authority, and prevents inexperienced part-time council members from pushing through ill-advised council decisions.)
2. Finding qualified candidates for supervisor is a huge problem for both political parties. The ideal qualifications are at best hazy, not many county residents possess even these hazy qualifications, and those who do are often quite happy in their current job and unlikely to risk that job and its future to mount a year long campaign, requiring a substantial

expenditure of personal resources, to compete for a different job that may not materialize. Those who do enter the fray are often disgruntled council members or unemployed political hacks attracted by the high pay or power that the position carries. (Opponents of change will dispute the view that few residents have the necessary qualifications, and any they lack can be learned while on the job.)

3. As the county grows, so does the scope and complexity of county operations and budgets. There are college degrees available specializing in the management of local government operations, and there is an established national organization for the local government management profession, with a professional certification program, and professional job placement services. This organization is a source of guidance to both professional administrators, and to the local governments who hire them. The availability of such resources should alleviate fears of our ability to handle the change properly. (Opponents of change will dispute the need for such services, citing the success we have had under the current form of government and the current supervisor.)

Conclusions And Recommendations:

1. If County Council believes there are identifiable long-term advantages to changing the form of government to council/administrator, they should clearly define and articulate those advantages and initiate a new referendum for the 2002 election. County Council (including the Supervisor) must be prepared to publicly endorse and effectively promote the change, or the new referendum could meet the same resistance to change that defeated the previous referendum. In the previous referendum, the Supervisor came out publicly against the change and all council members remained strictly neutral in their public statements. The change was defeated by a vote of 7780 to 7071.
2. If a new referendum is initiated, but is again defeated, County Council should give consideration to how it might modify or improve the current form of government to avoid past problems and to better serve the public as we continue to grow.
3. If a new referendum is initiated and is accepted by the voters, County Council has a great deal of work to do, including a comprehensive job description, terms and conditions of employment, compensation, definition of authority, performance evaluation, and many other details. In addition, a detailed transition plan and schedule must be developed to ensure the changeover goes as smoothly as possible for everyone.

FORM OF GOVERNMENT
WAYNE R. GARLAND
SEPTEMBER 19, 2001

I cannot claim any expertise in understanding the intricate aspects of the functioning of local governments. My comments, therefore, need to be reviewed with that in mind. My final decision as to my preference is therefore based on an unscientific collection of input of personal assumptions rather than hard cold facts.

Thoughts against a change to the administrator form of government

1. The right to vote for our representatives within the government has always been held sacred. That concept continues with the fact that we still elect our representatives to state and federal positions within the House and Senate. We also elect representatives to county and city councils.
2. If any given county council truly understood its authority, there would be few situations in which an elected supervisor could perform his or her duties as a dictator. The checks and balances, which are inherent in the system, would allow any county the advantage of maintaining it's elected supervisor. That has not always been the case here and, as a result, the negative connotation that the position of supervisor has developed may be somewhat unwarranted.
3. The election procedure allows each and every candidate to place his or her platform and beliefs on the table for all to see. It forces "issues" to the forefront for discussion. This would not necessarily happen in the administrator form of government. The chance that any supervisor may change his views or stands after the election is always possible. However, the fact that he or she did so usually is not missed by the counties citizens.

Thoughts for a change to the administrator form of government

1. It is time to adopt a professional approach to managing the county government in a professional manner. The county government needs to run like a business. In order to do that, we must have individuals in the position of authority with the educational and experience background required managing a business. The administrator form of government would allow county council the opportunity to review many applicants in search of the most qualified candidate for the job.
2. The fact that the position is filled through a selection process by council establishes that the position could then be vacated by the actions of the council. Council could remove an appointed administrator if he/she is not performing his/her duties as specified by guidelines or mandates from the council or the citizens of the county.
3. Safe guards would still be in place that would leave the will of the people as the ultimate power. The administrator would not only have to answer to the people; he/she would also have to answer to council as their duly appointed manager. I would have to say that I disagree with one comment made at the last meeting. In that meeting, the opinion was expressed that changing to the administrator form of government would lead to

erosion of personal rights. That comment seemed to imply that this would be a move toward a "Big Brother" form of government with each and every decision made by citizens monitored by government. The result would be a continuously growing to controls and fees applied to each and every aspect of daily living. My understanding of the administrator form of government is that controls now in place which require referendums on major changes in policy and procedure issues such as zoning would still be effect.

My feeling at this time is that we should make the change to the administrator form of government. I have lived here for 35 years, which has allowed me the opportunity to view the county government evolve in several ways. There is no question that we have seen several incumbents in the supervisor's position that had nothing but the welfare of the county as their primary goal. We have also seen instances in which personal prejudices took preference over decisions that would benefit the county. Some of those decisions were based on lack of knowledge. Some were based on the fact that individuals holding the supervisor's position simply did not have the necessary background to make sound decisions. I have also seen several individuals in the position that honestly just didn't have any of the qualifications needed to perform in an efficient manner. The change will place the burden of making the correct selection on the county council. It will, however, allow that council to make it's selection based on educational background, experience, and recommendations from others that have worked in the candidate's environment. It's time to change to the administrator form of government.

MEMORANDUM

TO: Robert Manka

FROM: Joe Newton

DATE: 27 November, 2081

SUBJECT: Governmental Services Task Force

In response to the most recent memorandum from the committee chair concerning a referendum on the change in the form of county government, I suggest the following:

The most relevant question concerning the committee is *not whether the committee supports a change*, but whether the committee should recommend a new referendum.

The vote in the last referendum was a very close 52% to 48% in favor of keeping the current form. 48%, a significant proportion of the voters, were apparently dissatisfied with the current form of government. Such a high percentage would indicate that the question was anything but resolved.

In my estimation, few of the county citizens really understood the differences between the current form of government and the proposed form. The public hearings were poorly attended and few other public education initiatives were undertaken. Considering the relatively average voter turn-out, it is particularly disturbing that on voting day so few citizens had a good understanding of South Carolina Home Rule and the significance of the referendum.

I don't say that Oconee County should necessarily change its government. I do believe that the issue should go to the voters of Oconee again and that the County government should ensure that the citizens get a thorough education before the election takes place.

From: "Grant Cunningham" <cunning@COUNSEL.EDUC>
To: "Robert C Banks" <rbanks@innova.net>
Subject: Re: Task Force Input
Date: Tuesday, December 04, 2001 3:38 PM

Bob,

Originally, I did not respond because I thought earlier comments were comprehensive in covering my sentiments. Particularly, though I am in favor of the public choosing (in leadership, I am not sure that an administrator (supervisor) needs to be decided (elected) through popular vote. Further, the county administrator should be a highly qualified individual with the credentials to validate holding the position; however, formal degrees and certification does not necessarily make the individual the right person for the job. Experience in local government and knowledge of the community should be important considerations also. Lastly, I believe the administrator should be responsive to the desires of the citizenry, but should also avoid politically expedient decision making. I'm not sure that an appointed administrator is any less susceptible to the influence of elected boardmen (who hire the person serving in the position) than an elected supervisor who seeks to assuage local power brokers.

So, I have not taken a position one way or the other on the issue, but I have provided you with some insight as to my indecisiveness about it. I believe County Board will have an appointed administrator eventually; the voters of the county in a referendum will determine when that eventuality occurs. If this is not sufficient, please let me know, and I will attempt to provide a more in-depth analysis of the issue.

BC

At 05:23 PM 12/2/2001 #0300, you wrote:
Grant,

I am working on the summary of responses to the three best reasons for and against changing the form of government. I can't find any response from you. If you did respond, please send me a copy. If you didn't respond, please let me know whether or not you intend to.

Thanks, Bob Banks.

Oconee County
Government Services Task Force
Form Of Government Report

Appendix F – Changing The Form Of Government

Changing The Form Of Government, S.C. Code of Laws

SECTION 4-9-10 Referendum to determine form of county government; adoption of form of government selected; form of government when not otherwise determined by referendum; change in initial form; continuation of officials in office.

... (c) After the initial form of government and the number and method of election of county council including the chairman has been adopted and selected, the adopted form, number, and method of election shall not be changed for a period of two years from the date such form becomes effective and then only as a result of a referendum as hereinafter provided for. Referendums may be called by the governing body or upon petition of not less than ten percent of the registered electors of the county. Petitions shall be certified as valid or rejected by the county board of registration within sixty days after they have been delivered to the board and, if certified, shall be filed with the governing body which shall provide for a referendum not more than ninety days thereafter. If more than one petition is filed within the time allowed for such filing, the petition bearing the largest number of signatures of registered electors shall be the proposal presented, in the manner set forth hereinafter. Referendums shall be conducted by the county election commissioner and may be held in a general election or in a special election as determined by the governing body. No change to an alternate form of government, different number of council members, or method of election of council including the chairman as a result of a referendum shall become effective unless such proposed form receives a favorable vote of a majority of those persons voting in a referendum. In any referendum, the question voted upon, whether it be to change the form of government, number of council members, or methods of election, shall give the qualified electors an alternative to retain the existing form of government, number of council members, or method of election or change to one other designated form, number, or method of election. After a referendum has been held and whether or not a change in the form results therefrom, no additional referendums shall be held for a period of four years. If the governing body of the county as initially or subsequently established pursuant to a referendum or otherwise shall be declared to be illegal and not in compliance with state and federal law by a court of competent jurisdiction, the General Assembly shall have the right to prescribe the form of government, the method of election, and the number and terms of council members but may submit to the qualified electors by referendum a question as to their wishes with respect to any element thereof which question shall include as an option the method of election in effect at the time of the referendum.

(d) Notwithstanding any other provision of this section, the council-manager form of government as provided for in Article 9 of this chapter shall be adopted only after receiving a favorable referendum vote.

(e) All members of the governing bodies of the respective counties serving terms of office on the date on which a particular form of county government becomes effective shall continue to serve the terms for which they were elected or appointed and until their successors are elected or appointed and have qualified.

Continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix F – Changing The Form Of Government

...S.C. Code of Laws, continued...

SECTION 4-9-20. Designation of permissible alternative forms of government.
The alternate forms of government which may be adopted pursuant to Section 4-9-10 shall be one of the following:

- (a) Council form as set forth in Article 3;
- (b) Council-supervisor form as set forth in Article 5;
- (c) Council-administrator form as set forth in Article 7;
- (d) Council-manager form as set forth in Article 9;
- (e) Board of commissioners form as set forth in Article 11. *[The S.C. Supreme Court has ruled that this particular form of government is unconstitutional and is therefore disallowed.]*

Oconee County
Government Services Task Force
Form Of Government Report

Appendix F – Changing The Form Of Government

Information based upon various Attorney General Opinions.

Transition from one form to another:

Once a referendum takes place and the electorate votes to change a form of government, Council must enact an ordinance to effect the change.

Both the referendum and the ordinance must be approved by the U.S. Justice Department.

The new form of government will be initiated upon the resignation of the current supervisor or the expiration of her elected term. Current Council members may serve out their terms.

Oconee County
Government Services Task Force
Form Of Government Report

Appendix C – Home Rule Act, Form Of Government Descriptions

ARTICLE 3.
COUNCIL FORM OF COUNTY GOVERNMENT

SECTION 4-9-310. Responsibility for policy making and administration; membership of council; applicability of Article 1.

In those counties adopting the council form of government provided for in this article, the responsibility for policy making and administration of county government shall be vested in the county council which shall consist of not less than three nor more than twelve members who are qualified electors of the county. The structure, organization, powers, duties, functions and responsibilities of county government under the council form shall be as prescribed in Article 1 of this chapter.

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G - Home Rule Act, Form Of Government Descriptions

Form Of Government Descriptions, continued...

ARTICLE 5.
COUNCIL-SUPERVISOR FORM OF COUNTY GOVERNMENT

SECTION 4-9-410. Membership of council; election; term; and compensation of supervisor.

The council in those counties adopting the council-supervisor form of government provided for in this article shall consist of not less than two nor more than twelve members who are qualified electors of the county. The supervisor shall serve as chairman and vote only to break tie votes. The supervisor shall be a qualified elector of the county, elected at large from the county in the general election for a term of two or four years.

The compensation for the supervisor shall be prescribed by the council by ordinance. The council shall not reduce or increase the compensation of the supervisor during the term of office for which he was elected.

SECTION 4-9-420. Powers and duties of supervisor.

The powers and duties of the supervisor shall include, but not be limited to, the following:

- (1) to serve as the chief administrative officer of the county government;
- (2) to execute the policies and legislative actions of the council;
- (3) to direct and coordinate operational agencies and administrative activities of the county government;
- (4) to prepare annual operating and capital improvement budgets for submission to the council;
- (5) to supervise the expenditure of funds appropriated by council;
- (6) to prepare annual, monthly and other reports for council on finances and administrative activities of the county;
- (7) to recommend measures for adoption.

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G - Home Rule Act, Form Of Government Descriptions

Council-Supervisor, continued...

- (8) to serve as presiding officer of the council, voting in case of council ties;
- (9) to serve as official spokesman for the council with respect to council's policies and programs;
- (10) to inspect books, accounts, records, or documents pertaining to the property, money or assets of the county;
- (11) to be responsible for the administration of county personnel policies approved by the council including salary and classification plans;
- (12) to be responsible for employment and discharge of personnel subject to the provisions of subsection (7) of Section 4-9-30 and subject to the appropriation of funds by the council for that purpose.

SECTION 4-9-430. Powers of council and its members; authority of supervisor over certain named officials:

The council shall not remove any county administrative officers or employees whom the county supervisor or any of his subordinates are empowered to appoint, unless by two-thirds vote of the members present and voting.

Except for the purposes of inquiries and official investigations, neither the council nor its members shall give direct orders to any county officer or employee, either publicly or privately.

With the exception of organizational policies established by the governing body, the county supervisor shall exercise no authority over any elected officials of the county whose offices were created either by the Constitution or by general law of the State.

SECTION 4-9-440. Applicability of Article I.

Except as specifically provided for in this article, the structure, organization, powers, duties, functions, and responsibilities of county government under the council-supervisor form shall be as prescribed in Article I of this chapter.

Continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G – Home Rule Act, Form Of Government Descriptions

Form of Government Descriptions, continued...

ARTICLE 7.

COUNCIL-ADMINISTRATOR FORM OF COUNTY GOVERNMENT

SECTION 4-9-610. Membership of council; election and term of members.

The council in those counties adopting the council-administrator form of government provided for in this article shall consist of not less than three nor more than twelve members who are qualified electors of the county. Council members shall be elected in the general election for terms of two or four years commencing on the first of January next following their election.

SECTION 4-9-620. Employment and qualifications of administrator; compensation; term of employment; procedure for removal.

The council shall employ an administrator who shall be the administrative head of the county government and shall be responsible for the administration of all the departments of the county government which the council has the authority to control. He shall be employed with regard to his executive and administrative qualifications only, and need not be a resident of the county at the time of his employment. The term of employment of the administrator shall be at the pleasure of the council and he shall be entitled to such compensation for his services as the council may determine. The council may, in its discretion, employ the administrator for a definite term. If the council determines to remove the county administrator, he shall be given a written statement of the reasons alleged for the proposed removal and the right to a hearing thereon at a public meeting of the council. Within five days after the notice of removal is delivered to the administrator, he may file with the council a written request for a public hearing. This hearing shall be held at a council meeting not earlier than twenty days nor later than thirty days after the request is filed. The administrator may file with the council a written reply not later than five days before the hearing. The removal shall be stayed pending the decision at the public hearing.

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G – Home Rule Act, Form Of Government Descriptions

Council-Administrator, continued...

SECTION 4-9-630. Powers and duties of administrator.

The powers and duties of the administrator shall include, but not be limited to, the following:

- (1) to serve as the chief administrative officer of the county government;
- (2) to execute the policies, directives and legislative actions of the council;
- (3) to direct and coordinate operational agencies and administrative activities of the county government;
- (4) to prepare annual operating and capital improvement budgets for submission to the council and in the exercise of these responsibilities he shall be empowered to require such reports, estimates and statistics on an annual or periodic basis as he deems necessary from all county departments and agencies;
- (5) to supervise the expenditure of appropriated funds;
- (6) to prepare annual, monthly and other reports for council on finances and administrative activities of the county;
- (7) to be responsible for the administration of county personnel policies including salary and classification plans approved by council;
- (8) to be responsible for employment and discharge of personnel subject to the provisions of subsection (7) of Section 4-9-30 and subject to the appropriation of funds by the council for that purpose; and
- (9) to perform such other duties as may be required by the council.

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G – Home Rule Act, Form Of Government Descriptions

Form Of Government Descriptions, continued...

**ARTICLE 9,
COUNCIL-MANAGER FORM OF COUNTY GOVERNMENT)**

SECTION 4-9-810. Membership of council; election and terms of members.

The council in those counties adopting the council-manager form of government provided for in this article shall consist of not less than five nor more than twelve members who are qualified electors of the county. Council members shall be elected in the general election for terms of two or four years commencing on the first of January next following their election.

SECTION 4-9-820. Employment and qualifications of manager; term of office; compensation; procedure for removal.

The council shall employ a manager who shall be the administrative head of the county government and shall be responsible for the administration of all the departments of the county government which the council has the authority to control. He shall be employed with regard to his executive and administrative qualifications only, and need not be a resident of the county at the time of his employment. The term of employment of the manager shall be at the pleasure of the council and he shall be entitled to such compensation for his services as the council may determine. The council may, in its discretion, employ the manager for a definite term. If the council determines to remove the county manager, he shall be given a written statement of the reasons alleged for the proposed removal and the right to a hearing thereon at a public meeting of the council.

Within five days after the notice of removal is delivered to the manager, he may file with the council a written request for a public hearing. This hearing shall be held at a council meeting not earlier than twenty days nor later than thirty days after the request is filed. The manager may file with the council a written reply not later than five days before the hearing. The removal shall be stayed pending the decision at the public hearing.

SECTION 4-9-830. Powers and duties of manager.

The powers and duties of the manager shall include, but not be limited to, the following:

- (1) to serve as the chief administrative officer of the county government;
- (2) to execute the policies, directives and legislative actions of the council;

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G – Home Rule Act, Form Of Government Descriptions

Council-Manager, continued...

(3) to direct and coordinate operational agencies and administrative activities of the county government;

(4) to prepare annual operating and capital improvement budgets for submission to the council and, in the exercise of that authority, he shall be empowered to require such reports, estimates and statistics on an annual or periodic basis as he deems necessary from all county departments and agencies for the performance of his duties in budget preparation;

(5) to supervise the expenditure of appropriated funds;

(6) to prepare annual, monthly and other reports for council on finances and administrative activities of the county;

(7) to be responsible for the administration of county personnel policies including salary and classification plans approved by council;

(8) to be responsible for employment and discharge of personnel subject to the provisions of subsection (7) of Section 4-9-30 and subject to the appropriation of funds by the council for that purpose; and

(9) to perform such other duties as may be required by the council.

SECTION 4-9-840. Preparation and submission of budget and descriptive statement.

The county manager shall prepare the proposed operating and capital budgets and submit them to the council at such time as the council determines. At the time of submitting the proposed budget, the county manager shall submit to the council a statement describing the important features of the proposed budgets including all sources of anticipated revenue of the county government and the amount of tax revenue required to meet the financial requirements of the county.

continued...

Oconee County
Government Services Task Force
Form Of Government Report

Appendix G – Home Rule Act, Form Of Government Descriptions

Appendix G, Council-Manager, continued...

SECTION 4-9-850. Authority of county manager over elected officials; authority of council and its members over county officers and employees.

With the exception of organizational policies established by the governing body, the county manager shall exercise no authority over any elected officials of the county.

Except for the purposes of inquiries and investigations, neither the council nor its members shall give orders or instructions to county officers or employees.

SECTION 4-9-860. Election or appointment of county treasurer and auditor.

The county treasurer and county auditor, or their counterparts, by whatever terms those officials are designated may be elected or appointed by council as the council may determine by ordinance. If such officials are appointed, they shall be subject to control by council and the manager in the same manner as other appointed county department heads.

SECTION 4-9-870. Applicability of Article I.

Except as specifically provided for in this article, the structure, organization, powers, duties, functions and responsibilities of county government under the council-manager form shall be as prescribed in Article I of this chapter.

OCONEE COUNTY COMMUNICATIONS

SHERIFF-POLICE-FIRE-HAZMAT-RESCUE-EMERGENCY ALERT

300 S. Church Street
Walhalla, South Carolina 29691

James Singleton
Sheriff

Emergency Call 9-1-1
Office: (864) 718-1048
Dispatch: (24 hrs) (864) 638-1111
Fax: (864) 638-1116

Steve Pruitt
Chief Deputy

Building Address
115 N. Line Street

John A. Murray - C.P.E.
Director of Communications/911

Craigton Hamby
Chief Dispatcher

January 3, 2002

Ms. Phyllis Lombard
Oconee Finance Department
315 S. Pine Street
Walhalla, SC 29691

Dear Phyllis,

In review of our Salaries/Overtime Account, we have used approximately 80% of the approved finding as of 12/31/01. Based on the current usage, I anticipate that we will need approximately \$10,000.00 additional funds. I have reviewed the unused funds in each salary level and am requesting that the unused funds be transferred to Overtime plus an additional supplemental request of \$3,600.00.

I am also requesting a supplemental to the cellular telephone account of \$4,000.00. With the addition of the new traffic patrol unit, there has been an increase in the number of minutes used. The extra usage is due to the need for confidentiality in training patrol officers.

Attached you will find the budget transfers.

If you have any further questions, please call me at 718-1610.

Sincerely,


John A. Murray, Director
Communications/911

JAM/cbm
Enclosure

cc: Sheriff James Singleton
Chief Steve Pruitt

Handwritten notes:
To
Contingency
with Council


LINE ITEM TRANSFER AND/OR REVISION REQUEST FORM

01-2902
FISCAL YEAR

202-PRC-South Cove
DEPARTMENT NAME

William J. Stewart
SIGNATURE OF DEPARTMENT DIRECTOR

01/29/02
DATE OF REQUEST

010-202-50850 Capital Expenditure Buildings \$7,000.00
LINE ITEM ACCOUNT NUMBER LINE ITEM DESCRIPTION AMOUNT TO TRANSFER

EXPLAIN WHY THIS ITEM OR ITEMS IS REQUESTED AND WHY IT WAS NOT BUDGETED FOR.

Some funds were budgeted in anticipation of grants. Transfer amount needed to repair and renovate a campground bath house. This restroom was vandalized and renovations can be done while completing repairs. These funds will be used to install new stalls, sinks, countertops and tile in showers.

WAS THIS ITEM PREVIOUSLY CUT FROM YOUR BUDGET DURING THE BUDGET PROCESS? YES NO

010-202-99999 PRT-Transfer/Grant Match \$7,000.00
LINE ITEM ACCOUNT NUMBER LINE ITEM DESCRIPTION AMOUNT TO TRANSFER

WHY ARE THERE EXCESS FUNDS IN THIS ACCOUNTY WHAT ITEM WILL NOT BE NEEDED AND WAS APPROVED DURING THE BUDGET PROCESS?

Funds were budgeted as match for Grant funds. The grants have not been made available.

Approved by Council 2/15/02

APPROVED

DENIED

SIGNATURE APPROVED
Ann H. Hughes, Systems Director

SIGNATURE DENIED
Ann H. Hughes, Systems Director

REASON APPROVED
Phillip E. Lundgren, Finance Director

SIGNATURE DENIED
Phillip E. Lundgren, Finance Director

Memo

To: Opal Green
From: Vickie L. Satterfield
Date: January 30, 2002
Re: Council Meeting

On behalf of the Oconee County Parks & Recreation Commission, I respectfully request to be placed on the agenda on Tuesday, February 5, 2002 to request the following:

Request for budgeted district recreation funds--

Tammassee-Salem in the amount of \$4,951.00	010-202-30901
City of Westminster in the amount of \$5,000.00	010-202-30904
City of Walhalla in the amount of \$5,000.00	010-202-30902

OCCONEE COUNTY FINANCE DEPARTMENT

MEMORANDUM

TO: Opal Green

CC: Phyllis E. Lombard, Finance Director
Ann H. Hughes, Supervisor-Chair
Melissa Brown, Budget/Grant Supervisor
Oconee County Council Members

FROM: Linda Sluggart

DATE: February 1, 2002

SUBJECT: Fiscal Year 2002 Emergency Management Performance Grant Award

On 05/31/01, Oconee County Council approved the application for an Emergency Management Performance Grant. We have received notification of an award of \$22,616.00 in fiscal year 2002 federal funds. There is no local match required.

These dollars will provide partial reimbursement for salaries and benefits of our Emergency Preparedness Division's personnel. The award amount is dependent upon the total amount of funds available statewide and Oconee County's allocation was determined at the state level.

Please place this grant award on the 02/05/02 meeting agenda for Council's consideration. Should you need any additional information, please do not hesitate to call me.

LINDA SLUGGART, GRANTS COORDINATOR

SOUTH CAROLINA
EMERGENCY PREPAREDNESS DIVISION
1100 Fish Hatchery Road
West Columbia, SC 29172-2024

GRANT AWARD

SUB-GRANTEE: Oconee County Emergency Management Agency DATE: January 24, 2002

PROGRAM NAME: EMFG

CFDA No.: 83.552

GRANT PERIOD: 10/01/01 - 09/30/02

GRANT NO: EMA-2002-GR-0506

AWARDED THIS TRANSACTION: \$22,616.00

PRIOR AWARD: \$0.00

CURRENT TOTAL AWARD: \$22,616.00

Under the Federal Emergency Management Agency Grant No. FEMA-2002-GR-0506, the South Carolina Emergency Preparedness Division, Office of the Adjutant General, hereby awards to the aforementioned *Sub-Grantee*, a federal grant in the amount shown above, for the projects specified in the *Local Emergency Management Performance Grant* application. This grant is subject to the terms and conditions set forth in the application.

The grant shall become effective, as of the date of award and upon return of an original signed copy of this document by the *Sub-Grantee's* designated official(s), to the South Carolina Emergency Preparedness Division. This award must be accepted within thirty (30) days from the above date. It is agreed that quarterly and other reports, as required by the South Carolina Emergency Preparedness Division, must be submitted in accordance with the Terms and Conditions of the award.

The *Sub-grantee*, hereby assures and certifies that it will comply with the regulations, policies, guidelines and requirements set forth in the Code of Federal Regulations (CFR) 44, OMB Circular Nos. A-102, A-87, A-110 (Revised) and A-133 and the signed Standard Assurances, which are on file, as they relate to the application acceptance and use of federal funds.



Carol A. Reavis, Administrative Services Mgr.
South Carolina Emergency Preparedness Division
Office of the Adjutant General

Acceptance for the Sub-Grantee:

County Administrator/Manager

Date

LINE ITEM TRANSFER AND / OR REVISION REQUEST FORM

FISCAL YEAR 2001-02

Supervisor
DEPARTMENT NAME

Phyllis Lombard
SIGNATURE OF DEPARTMENT DIRECTOR

02/05/2002
DATE OF REQUEST

TRANSFER TO	010-717-30025-00000 LINE ITEM ACCOUNT NUMBER	Professional	1	12,000.00 AMOUNT TO TRANSFER
EXPLAIN WHY THIS ITEM (OR ITEMS) IS NEEDED AND WHY IT WAS NOT SUBMITTED FOR:				
NACIO is hosting a Homeland Security Briefing in Washington, DC. All Counties are strongly encouraged to attend. We would like to send high-level representatives of both the Sheriff's Department and the Emergency Management Division along with the County Supervisor. This is a crucial issue within our county and we feel that County representation is vital.				
Description Change WAS THIS ITEM PREVIOUSLY OUT FROM YOUR BUDGET DURING THE BUDGET PROCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

TRANSFER FROM	LINE ITEM ACCOUNT NUMBER	LINE ITEM DESCRIPTION	AMOUNT TO TRANSFER
WHY ARE THERE EXCESS FUNDS IN THIS ACCOUNT? WHAT ITEM WILL NOT BE NEEDED THAT WAS APPROVED DURING THE BUDGET PROCESS?			
Approved by Council 2/15/02 eq			

APPROVED

SIGNATURE _____
 REASON _____
 SIGNATURE _____
 REASON _____

DENIED

SIGNATURE _____
 REASON _____
 SIGNATURE _____
 REASON _____

(Fixed Budget/Original amount for bid item: \$40,000)

I hereby certify that to the best of my knowledge
the tabulation of bids is correct.

Margaret Dillard
Procurement Director

Bidders	Clark Boat Company	William E. Munson Co.	Harris Marine	Strickland Marine Center	Lighthouse Residential	Tiger Town RV & Marine
Boat, Motor & Trailer	\$ 41,000.00	no bid	no bid	no bid	no bid	no bid
Sales Tax	\$ 2,050.00					
Grand Total	\$ 43,050.00					
Delivery Time AND	90 days					

COUNTY OF OCONEE

Procurement Office, 415 S. Pine Street, Walhalla, SC 29691

Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 03-16

DATE: November 27, 2001

OPENING DATE AND TIME: Thursday, January 3, 2002 at 2:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 10
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Custom Built Pontoon for Emergency Management

DELIVERY TO: Vehicle Maintenance Facility, 15026 Wells Highway, Seneca, SC

Price for Boat, Motor, and Trailer \$ 41,000.00

Sales Tax (5%) \$ Out of State

GRAND TOTAL \$ 41,000.00

STATE YOUR DELIVERY TIME (ARO) HERE 90 Days from Award

STATE YOUR WARRANTY INFORMATION HERE

Boat 5 Years

Motor 2 Years

Trailer 3 Years

COMPANY NAME Clark Boat Co., INSIGNATURE

Print Signature Karl J Clark

The attached Certificate of Finality and Non-Contest must be returned with bid

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized myself with the information contained within this notice and the applicable requirements, submit the attached bid and other applicable information to the City, which I believe is true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify the authorized signatory has signed this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the bid complies with section 17-54-1020(1) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxation and that this bid is good for a period of sixty (60) days, unless otherwise stated.*

Clark Boat Co., INC
 Company Name as registered
 with the IRS

Karl J. Clark
 Authorized Signature

1600 State St
 Correspondence Address

Karl J. Clark
 Printed Name

Bellevue, IA 52031
 City, State, Zip

President
 Title

12-20-01
 Date

800-781-2626 Telephone Number
 563-872-3304 Fax Number

SA CONTRACTOR'S LICENSE # B/A #

1600 State Street
 Remittance Address

Bellevue, IA 52031
 City, State, Zip

563-872-3304
 Telephone Number

800-781-2626
 Toll-Free Number if available

42-1323539
 Federal Tax ID Number

SA Sales and Use Tax Number

For Agency

Approved Budget Ordinance amount for bid item: Justification Change Funding

I hereby certify that to the best of my knowledge
the tabulation of bids to be correct.

Deanne J. Bullard
Procurement Director

Bidders	Pioneer Machinery Inc.	Mitchell Distributing Co.	Ingersate Equipment Co.	A E Finley
ASPHALT PAVER:				
Base Bid	\$ 75,600.00	\$ 80,040.00	no bid	no bid
Sales Tax	\$ 3,780.00	\$ 4,002.00		
Brand/Model	Mauldin 1760-C	LeeBoy 8500		
Delivery Time	2 weeks	33 days		
Warranty	1 year	1 year/1000 hrs		
Total for Asphalt Paver	\$ 79,380.00	\$ 84,042.00		
TACK DISTRIBUTOR:				
Base Bid	no bid	\$ 8,469.00	\$ 8,640.00	no bid
Sales Tax		\$ 423.45	\$ 432.00	
Brand/Model		LeeBoy 250T	Marathon TPS250	
Delivery Time		30 days	30 days	
Warranty		1 year/1000 hrs	1 year	
Total for Tack Distributor		\$ 8,892.45	\$ 9,072.00	

Attended Bid Opening: Brian Lyons - Pioneer, Brent Beverly - Mitchell, Ann Albersson, Donna McAister - Osceola County

COUNTY OF OCONEE

Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 01-19 DATE: December 6, 2001

OPENING DATE AND TIME: Wednesday, January 9, 2002
2:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 10
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Asphalt paver and tack distributor

DELIVERY TO: Vehicle Maintenance Facility, 15026 Wells Hwy, Seneca, SC

ASPHALT PAVER:	BASS MACHINE	WITH AUTOMATIC JOINT MATCHER
BID PRICE:	\$ 71,000.00	\$75,600.00
SALES TAX:	\$ 3,550.00	\$3,780.00
BRAND AND MODEL NUMBER:	MAULDIN MODEL, 1750-C	
STATE DELIVERY TIME ARO:	2 WEEKS ARO	
STATE YOUR WARRANTY HERE:	(1) YEAR	

TACK DISTRIBUTOR:	
BID PRICE:	\$ NO BID
SALES TAX:	\$
BRAND AND MODEL NUMBER:	
STATE DELIVERY TIME ARO:	
STATE YOUR WARRANTY HERE:	

COMPANY NAME: PIONEER MACHINERY INC. SIGNATURE: 

Print Signature: BRIAN T LYONS

The attached Certificate of Familiarity and Non-Collusion must be returned with bid

BID NUMBER: 01-19

DATE: December 6, 2001

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-54-1020(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes.* I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

PIONEER MACHINERY INC.
Company Name as registered
with the IRS


Authorized Signature

P.O. BOX 51098-405 OAK ROAD
Correspondence Address

BRIAN T. LYONS
Printed Name

PIEDMONT, SC 29673
City, State, Zip

BRANCH MANAGER
Title

1/09/2002
Date

(864) 269-7995 (864) 269-4987
Telephone Number Fax Number

S. C. CONTRACTOR'S LICENSE #

P.O. BOX 51098-405 OAK ROAD
Remittance Address

PIEDMONT, SC 29673
City, State, Zip

(864) 269-7995
Telephone Number

(888) 269-7395
Toll-Free Number if available

57-0485601
Federal Tax ID Number

432-16537-3
SC Sales and Use Tax Number

COUNTY OF OCONEE
Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 01-19 **DATE:** December 4, 2001

OPENING DATE AND TIME: Wednesday, January 9, 2002
2:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 10
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Asphalt paver and tack distributor

DELIVERY TO: Vehicle Maintenance Facility, 15026 Wells Hwy, Seneca, SC

ASPHALT PAVER:

BID PRICE: \$ 80,040.00

SALES TAX: \$ 300.00 (SC Tax Cap)

BRAND AND MODEL NUMBER: LeeBoy Model 8500 High Jack

STATE DELIVERY TIME ARO: Maximum of 30 Days

STATE YOUR WARRANTY HERE: One Year/1000 Hours

TACK DISTRIBUTOR:

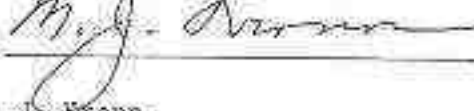
BID PRICE: \$2,469.00

SALES TAX: \$ 423.45

BRAND AND MODEL NUMBER: LeeBoy Model 250T

STATE DELIVERY TIME ARO: Maximum of 30 Days

STATE YOUR WARRANTY HERE: One Year/1000 Hours

COMPANY NAME: Mitchell Distributing Co. **SIGNATURE:** 
Print Signature: M. J. Kromm

The attached Certificate of Familiarity and Non-Collusion must be returned with bid.

BID NUMBER: 01-19

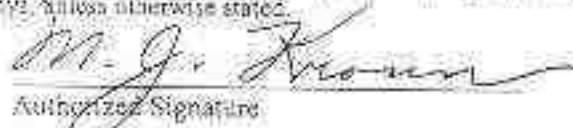
DATE: December 6, 2001

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-54-1020(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes. I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.*

Mitchell Distributing Co.

Company Name as registered
with the IRS



Authorized Signature

407 Oak Road

Correspondence Address

M. J. Krona

Printed Name

Piedmont, SC 29673

City, State, Zip

Office Manager

Title

December 26, 2001

Date

864-220-9482

Telephone Number

864-220-9489

Fax Number

S. C. CONTRACTOR'S LICENSE #

P.O. Box 32156

Remittance Address

Charlotte, NC 28252

City, State, Zip

704-376-7554

Telephone Number

Toll-Free Number if available

360324810

Federal Tax ID Number

52059831

SC Sales and Use Tax Number

Rev 03/99

COUNTY OF OCONEE

Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 01-19 DATE: December 6, 2001

OPENING DATE AND TIME: Wednesday, January 9, 2002
2:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 10
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Asphalt paver and tack distributor

DELIVERY TO: Vehicle Maintenance Facility, 15026 Wells Hwy, Seneca, SC

ASPHALT PAYER:

BID PRICE: \$ _____

SALES TAX: \$ _____

BRAND AND MODEL NUMBER: _____

STATE DELIVERY TIME ARO: _____

STATE YOUR WARRANTY HERE: _____

TACK DISTRIBUTOR:

BID PRICE: \$ 8,640.00

SALES TAX: \$ 300.00

BRAND AND MODEL NUMBER: MARATHON TDM250

STATE DELIVERY TIME ARO: 30 DAYS

STATE YOUR WARRANTY HERE: SEE ATTACHED

COMPANY NAME: INTERSTATE EQUIPMENT COMPANY SIGNATURE: 

Print Signature: G. MARK DANTZER

The attached Certificate of Familiarity and Non-Collusion must be returned with bid.

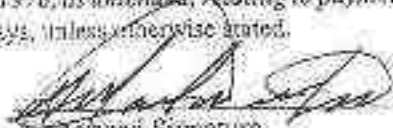
BID NUMBER: 01-19

DATE: December 6, 2001

CERTIFICATE OF AFFILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-54-1020(B) of the SC Code of Laws, 1976, as amended, relating to payment of any applicable taxes. I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.*

INTERSTATE EQUIPMENT COMPANY
Company Name as registered
with the IRS


Authorized Signature

122 GARDENERS TERRACE ROAD
Correspondence Address

G. MARK DANZESH
Printed Name

WEST COLUMBIA, SC 29172
City, State, Zip

VICE PRESIDENT
Title

1/8/02
Date

(803) 794-7400 739-5868
Telephone Number Fax Number

S.C. CONTRACTOR'S LICENSE #

122 GARDENERS TERRACE ROAD
Remittance Address

WEST COLUMBIA, SC 29172
City, State, Zip

(803) 794-7400
Telephone Number

800-626-6236
Toll-Free Number if available

56-049-5027
Federal Tax ID Number

32-38919-6
SC Sales and Use Tax Number

Invited Budget Ordinance amount for bid item \$29,900.00

I hereby certify that to the best of my knowledge
this tabulation of bids is correct.

Marianne Dillard
Procurement Director

Bidders	Voyles Equipment	Powell Bros. T & E Co., Inc.	Oconee Implement	Dickson Tractor
Base Bid - Tractor	\$ 30,769.63	\$ 28,474.00	\$ 29,315.00	no bid
S. C. Sales Tax	\$ 1,538.48	\$ 1,423.70	\$ 1,455.75	
Total	\$ 32,308.11	\$ 29,897.70	\$ 30,780.75	
Delivery	90 Days or Less	45 Days	45 to 60 Days	
Warranty	1 Year	1 Year	2 Years	
Model	John Deere 5520	New Holland T590	Massey Ferguson 4345	
Corrected Sales Tax				

COUNTY OF OCONEE
 Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
 Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 01-25 **DATE:** January 14, 2002

OPENING DATE AND TIME: January 28, 2002 at 2:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
 County Administrative Building, Room 113
 415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Tractor, 70 hp or greater

DELIVERY TO: Oconee County

STATE DELIVERY TIME AND: 90 Days or Less

Warranty: ONE Year

Model: John Deere 5520

Please provide three (3) copies of specifications for your tractor with your bid.

Base Bid - Tractor	\$	
		30,769.63
4-P Sales Tax Ga. 7%	\$	
		2,153.87
Total Bid	\$	
		32,923.50

COMPANY NAME: J.G. Voyles Eq. Inc. **SIGNATURE:** Gaylan Morgan
 Print Signature: Gaylan Morgan

The attached Certificates of Familiarity and Non-Collusion must be returned with bid.

BID NUMBER: 01-35

DATE: January 14, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized myself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-14-1102(b) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes. I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

T.G. Voyles Eq. Inc.
Company Name as reg. state
with the IRS

Gaylan Morgan
Authorized Signature

P.O. Box 390
Correspondence Address

Gaylan Morgan
Printed Name

Carvesville, Ga 30521
City, State, Zip

Salesman
Title

23 Jan 02
Date

706 384 5555 706 384 2005
Telephone Number Fax Number

E.C. CONTRACTOR'S LICENSE #

P.O. Box 390
Remittance Address

Carvesville, Ga 30521
City, State, Zip

706 384 5555
Telephone Number

Toll-Free Number if available

58-2506211
Federal Tax ID Number

SC Sales and Use Tax Number

BID NUMBER: 01-25

DATE: January 14, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-54-1420(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes.* I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

Powell Bros. T-E Co., Inc.

Company Name as registered with the IRS

Authorized Signature

P.O. Box 1095

Correspondence Address

Pete Powell

Printed Name

Seneca SC 29679

City, State, Zip

V. Powell

Title

1-17-02

Date

864-882-4077

Telephone Number

864-882-3497

Fax Number

SC CONTRACTOR'S LICENSE #

P.O. Box 1095

Remittance Address

Seneca SC 29679

City, State, Zip

864-882-4077

Telephone Number

800-892-1431

Toll-Free Number if available

57-0532303

Federal Tax ID Number

37-04228-0

SC Sales and Use Tax Number

Rev. 01-13-97

COUNTY OF OCONEE
Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM

BID NUMBER: 01-25 DATE: January 14, 2002

OPENING DATE AND TIME: January 28, 2002 at 1:00 p.m.

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 10
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Tractor, 70 hp at pto

DELIVERY TO: Oconee County

STATE DELIVERY TIME ARO: 45 TO 60 DAYS

Warranty: 2 YEARS

Model: 4345 MASSEY FERGUSON

Please provide three (3) copies of specifications for your tractor with your bid.

Base Bid - Tractor	\$	29,315 ⁰⁰
S. C. Sales Tax	\$	1,465 ⁷⁵
Total Bid	\$	30,780 ⁷⁵

COMPANY NAME Oconee Implementer

SIGNATURE

Print Signature: PAT DUKE

The attached Certificate of Familiarity and Non-Collusion must be returned with bid.

BID NUMBER: 01-25

DATE: January 14, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-34-1020(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes.* I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

Acme Supplement Co Inc
Company Name as registered
with the IRS

[Signature]
Authorized Signature

PO Box 679
Correspondence Address

FAT DUKE
Printed Name

Westminster SC 29693
City, State, Zip

V.P.
Title

Jan 13, 2002
Date

864 647 2656 864 647 6920
Telephone Number Fax Number

CONTRACTOR'S LICENSE # _____

Acme Supplement Co
Remittance Address

Westminster SC 29693
City, State, Zip

864 647 2656
Telephone Number

1-888-915-4513
Toll-Free Number if available

570708669
Federal Tax ID Number

39 06277 5
SC Sales and Use Tax Number

REC'D 19 00

Approved Budget Estimate amount for this item \$77,730.00

I hereby certify that to the best of my knowledge the
accuracy of this is being given
J. J. Johnson, Jr. Clerk
Procurement Director

Bidders	City	Description	Stagle Fire Eq		Anderson Fire & Safety		Asheville Fire & Safety Co Inc		Charlotte Eq Sales Inc	
			Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
2	ea	Bungee gear bags 24" x 37" x 15"	31.25	62.50	52.00	104.00	-	-	-	no bid
1	ea	6 in. pothead one wire mounting brackets	74.00	74.00	70.00	70.00	-	-	-	-
2	ea	3 in 4 in hand a plaster hood mounting brackets	70.85	141.72	75.00	150.00	-	-	-	Power & Assoc
1	ea	1 1/2" double male adapter Akron or B. Klein, no exception	55.00	55.00	60.00	60.00	-	-	-	no bid
2	ea	2 1/2 stage beamers with mounting brackets	-	-	145.00	290.00	-	-	-	0
1	ea	2.5 gallon water extinguisher with mounting brackets	54.16	54.16	50.00	70.00	-	-	-	0
4	ea	400' rope with carry bags and of orange kern Mandie NOTE: Total 1500' of rope	-	-	395.00	1580.00	-	-	-	0
1	ea	task force ops brand "ProPack" foam reactor	-	-	650.00	650.00	-	-	-	0
11	ea	5-gallon can 1 1/2 class A foam mounting brackets for hose	55.00	550.00	65.00	715.00	85.00	715.00	-	0
8	ea	300psi cylinders	25.55	175.20	102.00	102.00	50.00	300.00	-	0
15	ea	Quick connect Koshak KD-K27R-25M X 60F 2 1/2" male NST	28.68	1301.35	41.00	615.00	-	-	-	0
15	ea	Quick connect Koshak KD-K27R-25M X 60F 2 1/2" male NST X 3" cam lock with back	26.70	481.40	32.00	480.00	-	-	-	0
1	ea	streaming SLIC basic systems including ACDC charging cords, 8 well spot with streamer strap	89.71	89.71	100.00	100.00	50.00	55.00	-	0
4	ea	30-semitic burner flashlight 5" Stern 5160 cap with neck strap	83.26	333.04	100.00	400.00	50.00	350.00	-	0
4	ea	Alkon 1 1/2" EZ Loc male water wrenchless steel item #373	40.57	162.28	50.00	200.00	-	-	-	0
5	ea	Alkon 1 1/2" EZ Loc female water wrenchless steel item #373	46.75	233.74	57.00	285.00	-	-	-	0
2	ea	Alkon quick 1 1/2" exp. 300psi item #1079	32.30	64.60	24.00	48.00	-	-	-	0
1	ea	1 1/2" utility ropes with breaking strength of 3000 lbs NOTE: Total of 300' of rope	-	-	105.00	105.00	-	-	-	0
2	ea	Wheel chocks aluminum with mounting brackets	163.77	327.54	75.00	150.00	-	-	-	0
2	ea	200' long ladder brackets item #FLSA	65.00	130.00	112.00	224.00	-	-	-	0
1	ea	Section of 1 1/2" hose-high pressure hose with 1.5" couplings 50' section NOTE: Total of 50' of hose	223.50	223.50	110.00	110.00	-	-	-	0
1	ea	600lb spanner wrench combo with hydrant wrench set, complete	54.70	54.70	50.00	50.00	-	-	-	0
3	ea	Spume wrenches 1 1/2" high Masto's 500psi Revolver Corp Model L7510a-115 VAC 500W	240.00	580.00	-	-	375.00	750.00	-	0
7	ea	Alkon 5/8" Lite Reak Bezel Aqua 2000 Series	-	-	-	-	-	-	-	0

Qty	Unit	Description	Single Fire Eq		Anderson Fire & Safety		Asherville Fire & Safety Co Inc		Charlotte Co Sales Inc	
			Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
3	ea	Greco 31 Superbake II Alarm 28' section 3" hose NOTE:	95.42	1,563.44	150.00	1,500.00	150.00	1,200.00		0
1	ea	Total of 28' hose	102.98	102.98	50.00	50.00				0
2	ea	Adjustable SPM nozzles 1.7 Akron or Ekhart, no exception (no pistol grip)	406.00	812.00	55.00	110.00				0
1	ea	Galvanized 2.5" x (3) 1.5"	178.00	178.00	205.00	205.00				0
1	ea	Adapter 1.5" male x 2.5" female 2 1/2" (2) gal. adapter with 1/2" gal. 5500W	18.24	18.24	22.00	22.00				0
1	ea	8" Storz X 2.5" UHF for hydrant connections	1,408.00	1,408.00	1,125.00	1,125.00				0
4	ea	8" x 10' for hose w/5" male and female couplings	256.15	1,024.60	385.00	1,540.00				0
2	ea	1" X 100' Forestry Hose with couplings NOTE: Total of 200' of hose	316.65	633.30	325.00	650.00				0
2	ea	3 pack nozzles for Forestry hose	78.47	156.94	125.00	250.00				0
3	ea	1.5" female x 1" male adapters	22.00	66.00	0.00	0.00				0
2	ea	1.5" female x 1" male adapters hose washer made of lightweight aluminum with 2.5" NPT standard thread with carry handle	12.25	24.50	18.00	36.00				0
1	ea	Double halogen lights on pole mount	315.00	315.00	475.00	475.00				0
1	ea	Vulcan firebox wheeled mounted charger			425.00	425.00				0
2	ea		60.24	120.48	70.00	140.00	90.00	180.00		0
1	ea	Rescue rope w/ tag 300' X 1/2" NOTE: Total of 300' of rope			190.00	190.00				0
1	ea	1.5" piercing nozzle with cutoff 2.5" hydrant gate valve aluminum	630.21	630.21	750.00	750.00				0
2	ea		240.00	480.00	275.00	550.00				0
1	ea	4-way manifold hydrant valve 3" dry manifold 2.5" inlet X 1.5" outlet	1,035.45	1,035.45	1,375.00	1,375.00				0
1	ea	2.5"	605.50	605.50	550.00	550.00				0
5	ea	Scott air cylinders 22.5 ps Aluminum 21.5 with 2.5 dip. complete with head assembly, no exception			350.00	1,750.00	375.00	1,875.00		0
2	ea	Scott A-7 Packs 2.2 complete with head assembly, no exception with a total of ten (10) extra face masks, eight (8) large and two (2) medium			1,650.00	3,300.00	3,200.00	6,400.00		0
					145.00	1,400.00				0
10	pr	Pants, G-Force 67702 C EX 7 style burner pants color - tan with red orange	325.00	3,250.00	400.00	4,000.00				0
2	pr	Scotchrite 2/4m color - tan with yellow/orange	325.00	650.00	400.00	800.00				0
3	pr	Scotchrite 2/4m color - black with lime yellow	325.00	975.00	400.00	1,200.00				0
		Coats 6702 C 32" (32) 7 style burner coat color - tan with orange								0
10	ea	Scotelite 2/4m	450.00	4,500.00	450.00	4,500.00				0

Tulare County
Fire Fighting Equipment
Rural Fire

January 16, 2000
2:00 p.m.

Bidders		Qty	Single Fire Eq		Ashcroft Fire & Safety		Ashcroft Fire & Safety Co Inc		Charlotte Eq Sales Inc	
City	Description		Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
2	ea	Color - Tan w/yellow trim Skoobite trim	450.00	600.00	490.00	980.00				
3	ea	Color - Black w/white yellow Skoobite trim	450.00	1,350.00	480.00	1,470.00				
34	ea	Firehoses Lenzing P&H 3/4" hose FR fabric Elmer's easy seal hood - hose length	44.00	1,496.00	27.00	714.00				
1	ea	Sax-hoods heavy duty 10' x 6" o/c tankor pants	12.40	74.40	19.00	102.00				
1	ea	Boots 15" Genyul 1428 P&H insulated firelighter boots								
1	pr	size 12 to 15 - medium work	71.89	21.89	72.00	72.00				
2	pr	size 12 regular	71.00	142.00	72.00	144.00				
4	pr	size 11 regular	71.89	287.56	72.00	288.00				
1	pr	size 13 wide	71.89	21.89	72.00	72.00				
3	pr	size 10 regular	71.89	215.67	72.00	216.00				
3	pr	size 8 wide	71.89	215.67	72.00	216.00				
1	pr	size 11 medium	71.89	21.89	72.00	72.00				
1	ea	helmets - Bulard PX2180 complete	108.00	745.00	145.00	1,015.00				
10	pr	Gloves heavy duty thermo leather water proof firefighters gloves	20.40	326.40	20.00	320.00				
32	pr	large	20.40	754.80	20.00	740.00				
16	pr	medium	20.40	375.40	20.00	320.00				
		Subtotal		22,881.39		12,464.00		1,300.00		
		S. C. Sales Tax (5%)		1,125.07		623.20		60.00		
		GRAND TOTAL		23,710.48		13,087.20		1,360.00		

BID NUMBER: 01-24

DATE: January 16, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I verify, under penalties of perjury, that the below company complies with section 12-54-1020(11) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes.* I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

Jack L. Single Fire Equipment Co
Company Name as registered
with the IRS

Will Gray
Authorized Signature

1818 Old Dunbar Rd
Correspondence Address

William Gray
Printed Name

Greenville, SC 29172
City, State, Zip

Sales Representative
Title

1-11-02
Date

803-791-4555
Telephone Number

803-789-2327
Fax Number

S. C. CONTRACTOR'S LICENSE # _____

1818 Old Dunbar Rd
Residence Address

Greenville, SC 29172
City, State, Zip

803-791-4555
Telephone Number

800-496-8896
Toll-Free Number if available

540824577
Federal Tax ID Number

32-12280-9
SC Sales and Use Tax Number

KS-03-1597

BID NUMBER: 01-24

DATE: January 16, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-34-1020(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes.* I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

Anderson Fire & Safety, Inc.
Company Name as registered
with the IRS

Ken Charles
Authorized Signature

P.O. Box 1255
Correspondence Address:

Ken Charles
Printed Name

Anderson, SC 29622
City, State, Zip

Municipal Salesman
Title

12/26/01
Date

864-225-1128 864-224-5139
Telephone Number Fax Number

S.C. CONTRACTOR'S LICENSE #

3013 W. Standridge Road
Remittance Address:

Anderson, SC 29625
City, State, Zip

864-225-1128
Telephone Number

888-221-4328
Toll-Free Number if available

57-0759198
Federal Tax ID Number

041-321
SC Sales and Use Tax Number

REV 01/19/97

BID NUMBER: 01-24

DATE: January 16, 2002

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. *By submission of a signed bid, I certify, under penalties of perjury, that the below company complies with section 12-54-1029(B) of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes. I further certify that this bid is good for a period of sixty (60) days unless otherwise stated.*

Boyce L. Ford Company
Company Name as registered
with the IRS

Russell Rhinehart
Authorized Signature

P.O. BOX 2626
Correspondence Address

Russell Rhinehart
Printed Name

Asheville, N.C. 28802
City, State, Zip

President
Title

January 14, 2001
Date

828-253-1197 828-251-9060
Telephone Number Fax Number

S.C. CONTRACTOR'S LICENSE # _____

P.O. BOX 2626
Remittance Address

Asheville, N.C. 28802
City, State, Zip

828-252-8193
Telephone Number

800-253-1197
Toll-Free Number if available

#56-0929425
Federal Tax ID Number

#09911073-1
SC Sales and Use Tax Number

STATE OF SOUTH CAROLINA
COUNTY OF OCONEE
RESOLUTION 2002-08

"IN OBSERVANCE OF BLACK HISTORY MONTH DURING FEBRUARY, 2002, THE MEMBERS OF THE OCONEE COUNTY COUNCIL, RECOGNIZE THE OUTSTANDING CONTRIBUTIONS OF AFRICAN-AMERICANS THROUGHOUT THE HISTORY OF OUR COUNTY, STATE AND NATION"

WHEREAS, it is important that we remind ourselves during Black History Month of the historical and extraordinary contributions African-Americans have made to ensure that all citizens of this great State and Nation have equal rights and justice; and

WHEREAS, African-Americans have been and continue to be selfless providers of vision and guidance to our Christian communities, which have allowed many groups and individuals to work together for a better South Carolina; and

WHEREAS, the Oconee County Council is greatly pleased to have this opportunity to publicly observe the month of February 2002 as **"Black History Month"** in Oconee County;

NOW THEREFORE, BE IT RESOLVED by the Oconee County Council, in session duly assembled, with a quorum present and voting:

THAT IN OBSERVANCE OF BLACK HISTORY MONTH DURING FEBRUARY 2002, THE MEMBERS OF THE OCONEE COUNTY COUNCIL RECOGNIZES THE OUTSTANDING CONTRIBUTIONS OF AFRICAN-AMERICANS THROUGHOUT THE HISTORY OF OUR COUNTY, STATE AND NATION.

APPROVED AND ADOPTED on first and final reading this 5th day of February 2002 as evidenced by the hand of the Supervisor/Chair and attested by the Council Clerk.

Art H. Hughes
Supervisor/Chair
Oconee County Council

Attest:

Oval D. Green, Council Clerk

Steven R. Moore
647 Academy Road
Long Creek SC 29658

January 9, 2002

Ms. Ann Hughes
County Supervisor
Walhalla SC 29691

Dear Ms. Hughes,

While it has been an honor and my distinct privilege to serve Oconee County as a member of the Education Task Force, I must tender my resignation, in order to assume the office of county council member for District 1.

I look forward to representing Oconee County in my new capacity and ask that you contact me if I may ever be of assistance to you or this body in any way.

Sincerely,



Steven R. Moore

Interoffice Memo

Date: 01/29/2002
To: Ann Hughes
Cc:
From: David R. Mahn, Risk Manager
RE: Monetary Savings

*Law enforcement
concern - ←
Paul please seek what
news
A*

We, on the Safety Committee and in Personnel are working to reduce our expenditures.

In Personnel, we are trying to reduce our insurance premiums by a significant reduction in our Workmans Compensation Modifier. To do this, we must reduce the amount of claims on our Workmans Compensation Insurance. Currently we pay \$65,000.00 every quarter but it will drop significantly in the near future. We should realize a savings of \$25,000.00 to \$30,000.00 a quarter.

In this light, we need to honorably discharge from further Volunteering, any person who has had two (2) or more claims against our insurance or who has been involved in any accident in which resulted in a claim against our insurance.

When we get a Rural Fire Volunteer to take a physical and the Doctor locates something unusual and recommends further investigation, we cannot refuse to follow up. The greater liability lies in ignoring the Doctor and allowing the Firefighter back to work without the follow up.

The Safety Committee recently took a trip to Lancaster County which is comparable to our county in size, population and number of employees. They were able to give us guidance in the operation of a successful Safety Committee. One of their prime suggestions is a vehicle tracking system. It's cheap and results in significant monetary savings immediately. In the first week that their Vehicle Tracking System was operational, they saved over one thousand dollars in gasoline alone. Some of the benefits of such a system are; fuel savings, increased productivity, reduced overtime, reduced vehicle maintenance costs and reduced citizen complaints.

In light of the relatively low cost, and the potential to save a considerable sum, the Safety Committee recommend the purchase of a minimal amount of these units. The units will cost \$320.00 each. The software will cost an additional \$150.00.

We have also circulated an interoffice memo to all departments concerning their training needs.

dmm

INTEROFFICE MEMORANDUM

TO: DEPARTMENT HEADS
FROM: SAFETY COMMITTEE
SUBJECT: SAFETY TRAINING
DATE: 01/28/2002

SPC
SK

The new Safety Committee for Oconee County has been meeting on a regular basis and would like your input prior to developing an overall plan for County employees. While department heads will still have the responsibility of maintaining safety compliance for their departments, there may be opportunities for cross-training or shared training. Please submit your responses to David Mahr, Risk Manager, by Wednesday, February 6, 2002.

1. What safety training is required of your department by law?
2. Are there any areas in which you would like to expand your safety training program?
3. Please list the training opportunities you are currently offering your employees. It would be helpful to know all training, not just safety training, so that we can see when safety training might correspond with your other efforts.

Thank you for your assistance and cooperation. We look forward to working with you to develop a safety program that is meaningful to each department. We would like to have a representative from each department on the Committee. Please contact Ray Brooks at the Rock Quarry if you are interested.